

# A G E N D A

## BOARD OF COMMISSIONERS HOUSING AUTHORITY OF THE COUNTY OF MERCED

Regular Meeting  
Tuesday, May 19, 2015  
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  
Jose Delgadillo, Vice-Chair  
Lyle Davis  
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](http://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. APPROVAL OF THE FOLLOWING MEETING MINUTES:**

A. April 21, 2015 Quarterly Meeting

(M/S/C): \_\_\_/\_\_\_/\_\_\_

**IV. 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.

**V. PUBLIC HEARING: Public Housing Agency Five Year/Annual Plan**

**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. Rent Delinquency Report for April 2015

B. Financial Reports for April 2015

(M/S/C): \_\_\_\_/\_\_\_\_/\_\_\_\_

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

A. Information/Discussion Item(s):

- 1.) Dr. Bruce Metcalf, Merced Rescue Mission
- 2.) Director's Updates

B. Resolution Item(s):

1.) **Resolution No. 2015-10:** Increasing the Employer's Contribution For Retirees Under the Public Employees' Medical and Hospital Care Act

(M/S/C): \_\_\_\_/\_\_\_\_/\_\_\_\_

2.) **Resolution No. 2015-11:** Approving the combining of Housing Authority's Employee Salary Schedule for all HACM employees

(M/S/C): \_\_\_\_/\_\_\_\_/\_\_\_\_

3.) **Resolution No. 2015-12:** Approving the PHA Five Year and Annual Plan FY 2015 through 2020 for submission to HUD

(M/S/C): \_\_\_\_/\_\_\_\_/\_\_\_\_

4.) **Resolution No. 2015-13:** Approving the revisions to the Public Housing ACOP Plan

(M/S/C): \_\_\_\_/\_\_\_\_/\_\_\_\_

5.) **Resolution No. 2015-14:** Approving the revisions to the HCV Administrative Plan

(M/S/C): \_\_\_\_/\_\_\_\_/\_\_\_\_

C. Action Item(s): None

**VIII. COMMISSIONER'S COMMENTS:**

**IX. CLOSED SESSION ITEM(S):**

**X. ADJOURMENT**

# MINUTES

## BOARD OF COMMISSIONERS HOUSING AUTHORITY OF THE COUNTY OF MERCED

Quarterly Meeting  
Tuesday, April 21, 2015

- I. The meeting was called to order by Chairperson Torres at 5:30 p.m. and the Secretary was instructed to call the roll.

**Commissioners Present:**

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

**Commissioners Absent:**

None

Chairperson Torres declared there was a quorum present.

**Staff Present:**

Rennise Ferrario, Executive Director  
Gina Thexton, Director of Housing Programs  
Maria F. Alvarado, Executive Assistant

**Others Present: None**

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

Executive Director Ferrario requested that Closed Session, Item A, be moved to follow Item VII.A.1, Redevelopment Update

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

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

A. Nomination of Chairperson: Jose Delgadillo and Rachel Torres were nominated for the office of Chairperson. Jose Delgadillo declined nomination.

*No other nominations were made. Commissioner Osorio moved to close nominations and accept nomination of Torres for position of Chairperson. Motion was seconded by Commissioner Resendez.*

- B.** Election of Chairperson: Motion was made to elect Rachel Torres as Chairperson.

*There being no other nominations received, the motion to elect Torres as Chairperson, passed unanimously*

- C.** Nomination of Vice Chairperson: Jose Delgadillo was nominated for the office of Vice Chairperson.

*No other nominations were made. Commissioner Osorio moved to close nominations for Vice-Chair. Motion was seconded by Commissioner Dorsey.*

- D.** Election of Vice Chairperson: Motion to elect Jose Delgadillo as Vice Chairperson.

*There being no other nominations, the election of Delgadillo passed unanimously.*

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

- A.** March 18, 2015 Annual Meeting  
(M/S/C): Commissioner Pia/Commissioner Resendez/passed unanimously

- B.** March 30, 2015 Special Meeting  
(M/S/C): Commissioner Davis/Commissioner Pia/passed unanimously

**V. UNSCHEDULED ORAL COMMUNICATION:**

None

**VI. CONSENT CALENDAR:**

- A. Rent Delinquency Report for March 2015**

- B. Financial Reports for March 2015**  
(M/S/C): Commissioner Pia/Commissioner Davis/passed unanimously

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

- A.** Information/discussion Item(s):

- 1.) Redevelopment Agency Update – Emily Haden provided update on the status of the Redevelopment Agency

## **VIII. CLOSED SESSION ITEM**

The Board of Commissioners entered closed session at 5:53 p.m.

### **A. Pursuant to Government Code 54956.9(a)**

Conference with Legal Counsel – Existing Litigation

Palacio v. Housing Authority of Merced County, et. al. – Case No. CVM19229

The Board came out of Closed Session at 6:04 p.m. No action was taken.

## **VII. BUSINESS CONTINUED (INFORMATION AND DISCUSSION, RESOLUTION AND ACTION ITEMS):**

### 2.) Agency/Department Updates

- a. Atwater Migrant Center opened April 20, 2015 with 17 families
- b. Teichert has completed repairs to the asphalt at Felix Torres, including applying the seal coat and re-striping.
- c. Human Resources – No employee recruitments at this time.
- d. Procurement Training - Sue Speer and Gina Thexton attended training in San Francisco at the new HUD office
- e. Annual Migrant Managers Meeting – John Daugherty and Jorge Almeida attended the meeting
- f. Merced Rescue Mission Presentation – Dr. Bruce Metcalf has been contacted, per Commissioner Osorio's request, to provide information on what the Rescue Mission does and the status of the warming center
- g. On-line Applicant Portal –The new system is expected to be active in May or June. Clients will be able to submit and update pre-applications on line. This will facilitate things for our clients as far as being able to update their information. The pre-application portal will be available in a variety of languages and the pre-application format will be basic and easy to understand. Paper pre-applications will be available; however, we will aim for on-line only

### 3.) Five Year/Annual Plan – Draft

- a. Executive Director Ferrario provided information on the agency's Annual/Five Year Plan, the Section 8 Administrative Plan, and the Public Housing ACOP Plan. Copies of the three plans were provided to everyone. Commissioners will have an opportunity to discuss, provide input and ask questions at the next meeting.
- b. Commissioners Osorio and Pia inquired about solar energy to help reduce costs.
- c. Public Notices have been posted for all three plans and the public has been given a 45 day review and comment period.

B. Resolutions Item(s):

1. **Resolution No. 2015-09:** Approving the Adjustment of Payment Standards for Housing Choice Voucher.

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

C. Action Item(s): None

**IX. COMMISSIONER'S COMMENTS:**

Commissioner Delgadillo thanked the Board for the confidence they have in him and thanked Executive Director Ferrario for the Quarterly Reports as he found them very informative.

Commissioner Pia thanked Commissioner Delgadillo for his involvement in the community and his work in promoting the Housing Authority. Commissioner Pia agreed with Commissioner Delgadillo regarding the Quarterly Reports.

Commissioner Osorio thanked the Executive Director and staff for all of their work as he felt things are looking up. Commissioner Osorio stated that employee appreciation should not only come from management but from the Board as well and offered help with anything needed.

**X. ADJOURNMENT**

There being no further business to discuss, the meeting was adjourned at 7:00 p.m.

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Chairperson Signature / Date

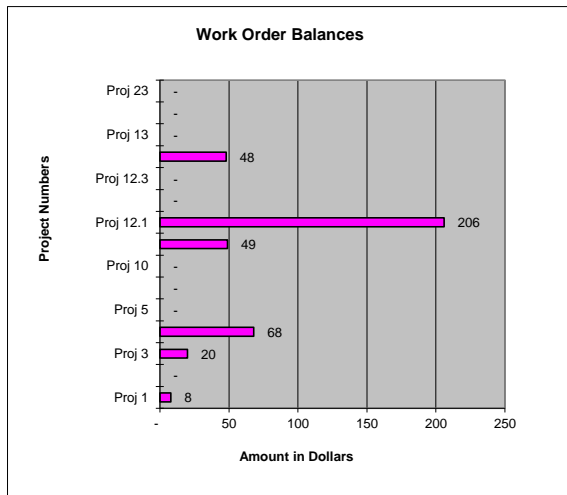
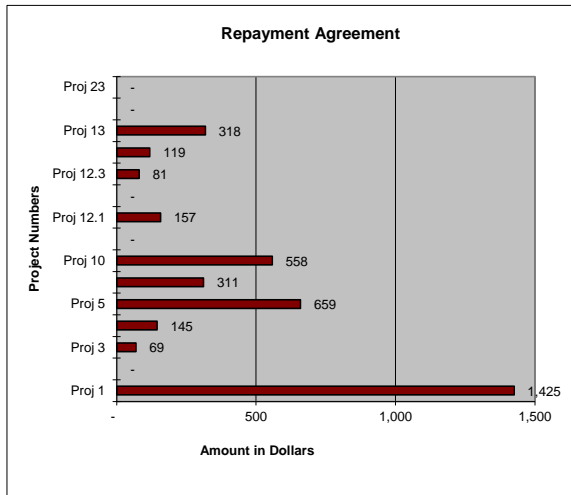
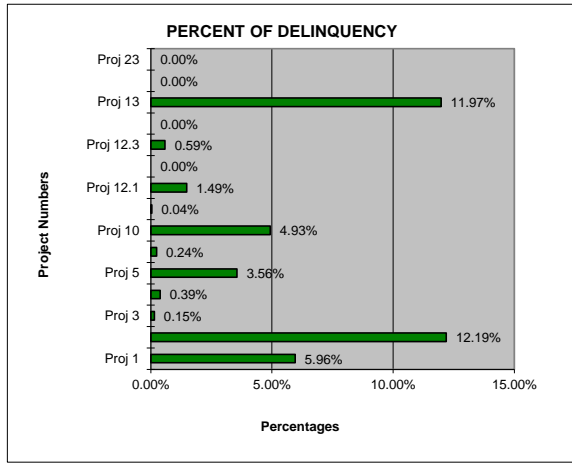
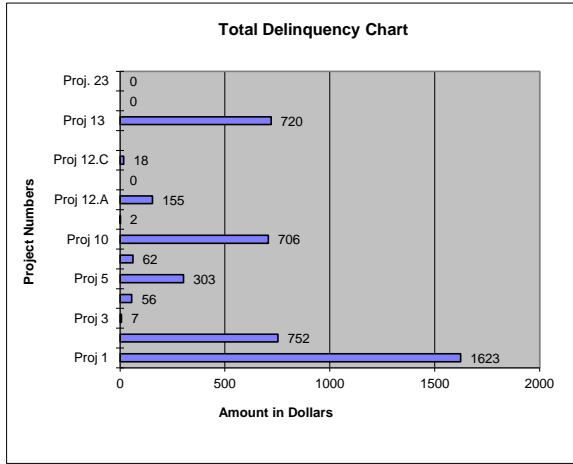
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Secretary Signature/ Date

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

Apr-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	1623	8	-	1425	27,233	5.96%
Linda Vista Homes	Proj 2	20	2	752	-	-	0	6,171	12.19%
Cameo Court Homes	Proj 3	15	6	7	20	-	69	4,795	0.15%
Abby Circle Homes	Proj 4	40	8	56	68	-	145	14,464	0.39%
Globe Ave. Homes	Proj 5	30	5	303	-	-	659	8,508	3.56%
Livingston Homes	Proj 6	60	7	62	-	3,072	311	26,194	0.24%
Merced Turnkey Homes	Proj 10	44	7	706	-	-	558	14,331	4.93%
Los Banos Homes	Proj 11	10	2	2	49	-	0	4,843	0.04%
Atwater Homes	Proj 12.A	36	3	155	206	-	157	10,421	1.49%
Winton Homes	Proj 12.B	6	0	0	-	-	0	2,746	0.00%
Dos Palos Homes	Proj 12.C	12	3	18	-	-	81	3,066	0.59%
So. Dos Palos Homes	Proj 12.D	10	2	2	48	-	119	2,527	0.00%
Merced Elderly Complex	Proj 13	28	7	720	-	-	318	6,015	11.97%
Merced 1st Acquisition	Proj. 21	1	0	0	-	-	0	183	0.00%
Atwater Acquisition	Proj. 23	2	0	0	-	-	0	546	0.00%
		<b>415</b>	<b>65</b>	<b>4404</b>	<b>399</b>	<b>3072</b>	<b>3842</b>	<b>132043</b>	<b>3.34%</b>



Percent Delinquent	2014	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15
			3.15%	3.12%	3.36%	3.34%	
Percent Delinquent	2014	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15

Average  
Delinquency **3.24%**

Percent Delinquent	2013	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-14
			3.14%	4.28%	4.07%	2.70%	3.15%
Percent Delinquent	2013	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14
			2.13%	2.47%	2.92%	2.18%	2.13%

Average  
Delinquency **2.84%**

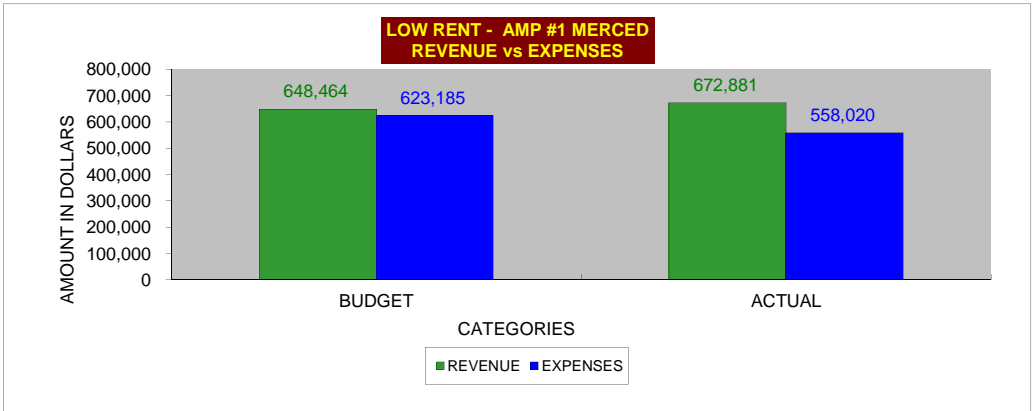
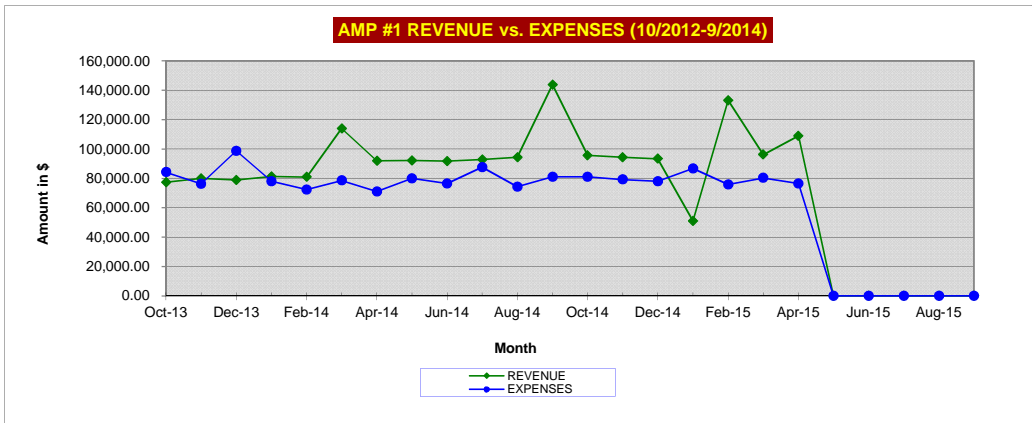


## PHAS Tracking Summary Fiscal Year Ending 09/30/15

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	58	57						
Average Lease Up Days		1	4	5	4	4	3	3						
Make Ready Time		18	55	76	94	117	151	159						
Average Make Ready Days		5	14	12	12	9	9	8						
Down Days		0	0	0	0	0	0	0						
Average Down Days		0	0	0	0	0	0	0						
Total # Vacant Units Turned		1	4	6	8	13	17	19						
Total # Turn Around Days		22	71	107	127	174	209	216						
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	12	11						

% 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%	100%	100%						
Average # days to complete Non-Emergency Work Orders	A = 25 days or less B=26-30 C=31-40 D=41-50 E=51-60 F= greater than 60	4	6	5	5	5	5	6						

01-Oct-14 TO: 30-Apr-15



REVENUE	YTD BUDGET	YTD ACTUAL	PUM BUDGET	PUM ACTUAL
RENTS	320,614	339,691	261.36	276.92
NON-DWELL. RENTS	0	0	0.00	0.00
INTEREST	581	2,342	0.47	1.91
OTHER INCOME	9,874	8,883	8.05	7.24
PFS SUBSIDY	317,395	321,964	258.74	262.46
CFP FUNDS	0	0	0.00	0.00
HOME SALE REVENUE	0	0	0.00	0.00
	<b>648,464</b>	<b>672,881</b>	528.62	548.53
EXPENSES	YTD BUDGET	YTD ACTUAL	PUM BUDGET	PUM ACTUAL
ADMIN.	183,473	178,857	149.57	145.80
TENANT SERVICES	0	0	0.00	0.00
UTILITIES	112,040	86,580	91.33	70.58
MAINT.	190,126	157,691	154.99	128.55
GENERAL	62,613	59,634	51.04	48.61
NONROUTINE	0	0	0.00	0.00
DEPRECIATION	74,933	75,257	61.09	61.35
EQUITY TRANSFERS	0	0	0.00	0.00
	<b>623,185</b>	<b>558,020</b>	508.02	454.89
NET SURPLUS	25,279	114,861		
NET FROM OPERATIONS	<b>25,279</b>	<b>114,861</b>		
NET SURPLUS	25,279	114,861		
ADD BACK DEPRECIATION	74,933	75,257		
<b>CASH FLOW</b>	<b>100,212</b>	<b>190,118</b>		

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:

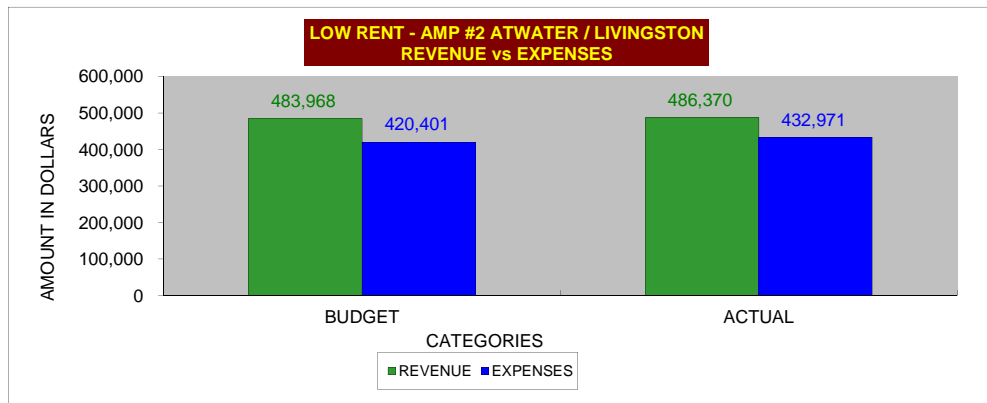
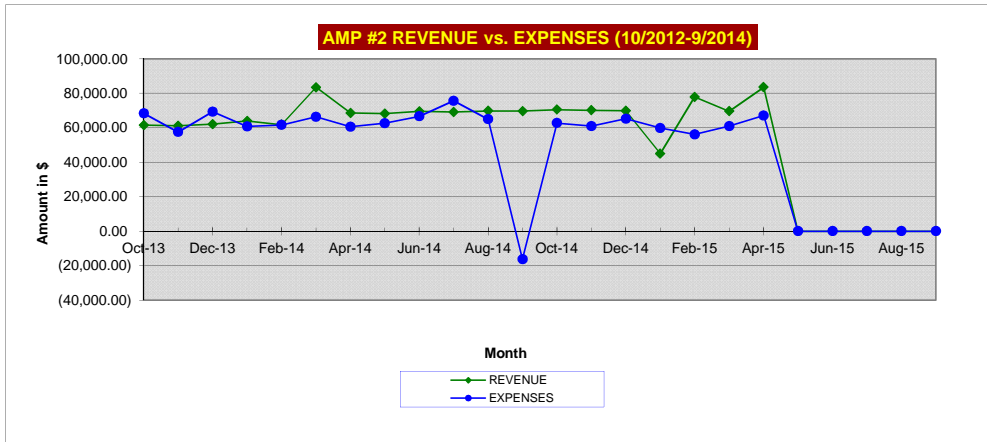
01-Oct-14

TO:

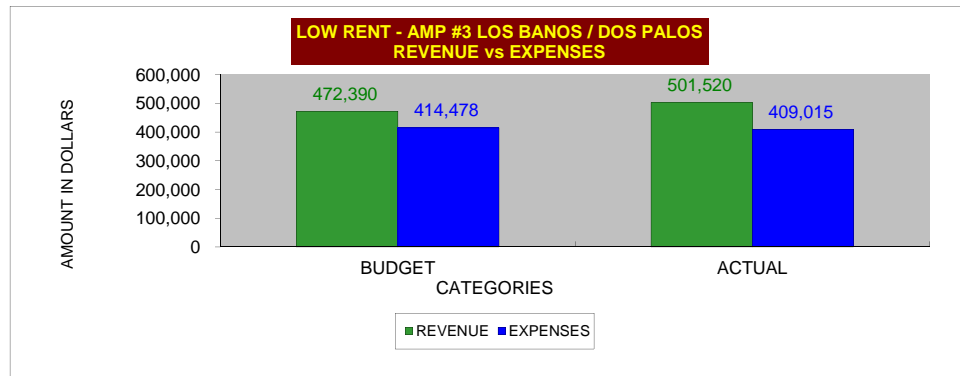
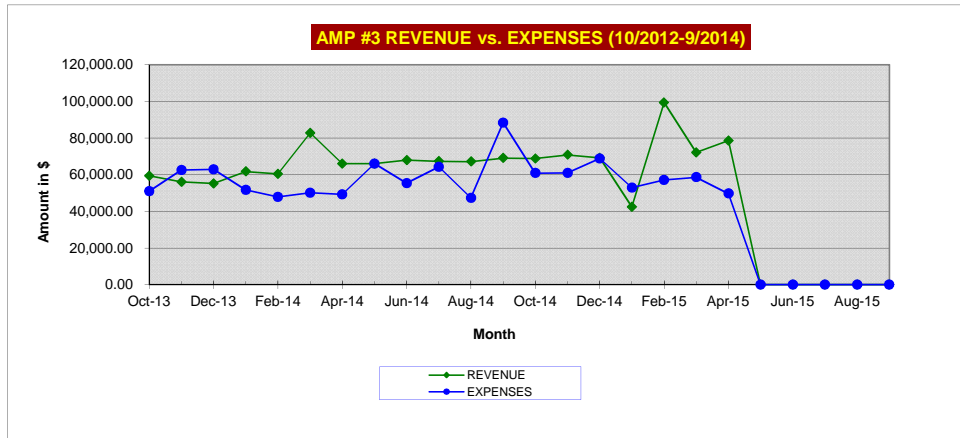
REV. RATE: 58.1%

# UNIT/MONTH: 1,404

30-Apr-15



REVENUE	YTD BUDGET	YTD ACTUAL	PUM BUDGET	PUM ACTUAL
RENTS	304,351	307,476	373.22	377.05
NON-DWELL. RENTS	0	0	0.00	0.00
INTEREST	348	1,615	0.43	1.98
OTHER INCOME	4,879	5,906	5.98	7.24
PFS SUBSIDY	174,389	171,373	213.85	210.15
CFP FUNDS	0	0	0.00	0.00
HOME SALE REVENUE	0	0	0.00	0.00
	<b>483,968</b>	<b>486,370</b>	593.48	596.42
EXPENSES	YTD BUDGET	YTD ACTUAL	PUM BUDGET	PUM ACTUAL
ADMIN.	139,519	137,310	171.09	168.38
TENANT SERVICES	0	0	0.00	0.00
UTILITIES	74,461	82,034	91.31	100.60
MAINT. GENERAL	116,518	123,920	142.88	151.96
NONROUTINE	47,454	47,077	58.19	57.73
DEPRECIATION	0	0	0.00	0.00
EQUITY TRANSFERS	42,449	42,630	52.05	52.28
	0	0	0.00	0.00
	<b>420,401</b>	<b>432,971</b>	515.52	530.95
NET SURPLUS	63,567	53,399		
NET FROM OPERATIONS	<b>63,567</b>	<b>53,399</b>		
NET SURPLUS	63,567	53,399		
ADD BACK DEPRECIATION	42,449	42,630		
<b>CASH FLOW</b>	<b>106,016</b>	<b>96,029</b>		



REVENUE	YTD BUDGET	YTD ACTUAL	PUM BUDGET	PUM ACTUAL
RENTS	236,975	259,042	278.69	304.64
NON-DWELL. RENTS	0	0	0.00	0.00
INTEREST	348	1,615	0.41	1.90
OTHER INCOME	9,293	10,345	10.93	12.17
PFS SUBSIDY	225,773	230,518	265.51	271.09
CFP FUNDS	0	0	0.00	0.00
HOME SALE REVENUE	0	0	0.00	0.00
	<b>472,390</b>	<b>501,520</b>	555.54	589.80
EXPENSES	YTD BUDGET	YTD ACTUAL	PUM BUDGET	PUM ACTUAL
ADMIN.	120,307	136,625	141.48	160.67
TENANT SERVICES	0	0	0.00	0.00
UTILITIES	78,527	69,176	92.35	81.35
MAINT.	138,379	125,878	162.74	148.04
GENERAL	43,330	43,254	50.96	50.87
NONROUTINE	0	0	0.00	0.00
DEPRECIATION	33,935	34,083	39.91	40.08
EQUITY TRANSFERS	0	0	0.00	0.00
	<b>414,478</b>	<b>409,015</b>	487.44	481.01
NET SURPLUS	57,912	92,505		
NET FROM OPERATIONS	<b>57,912</b>	<b>92,505</b>		
NET SURPLUS	57,912	92,505		
ADD BACK DEPRECIATION	33,935	34,083		
<b>CASH FLOW</b>	<b>91,847</b>	<b>126,588</b>		

HOUSING AUTHORITY OF THE COUNTY OF MERCED

Central Office Cost Center (cocc)

REVENUE & EXPENDITURE STATUS REPORT

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

REPORT PERIOD FROM:

01-Oct-14

TO:

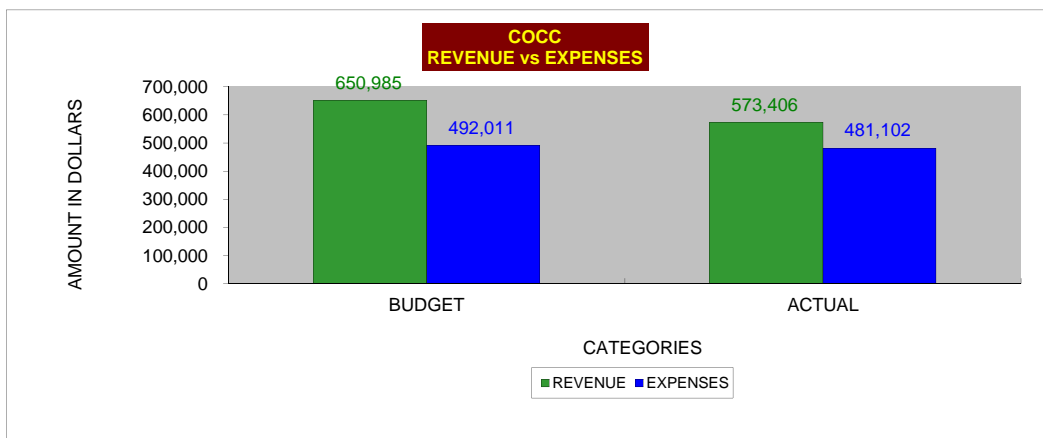
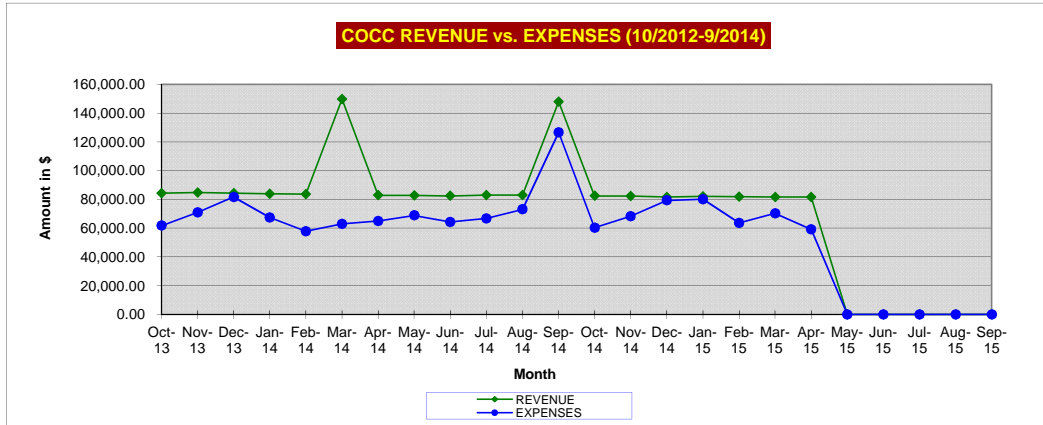
REV. RATE:

58.1%

# UNIT/MONTH:

4,980

30-Apr-15

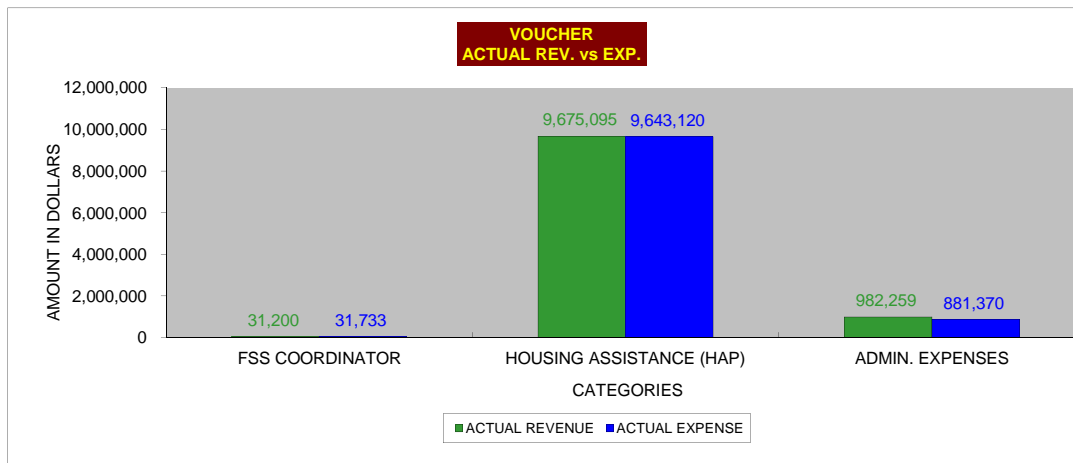
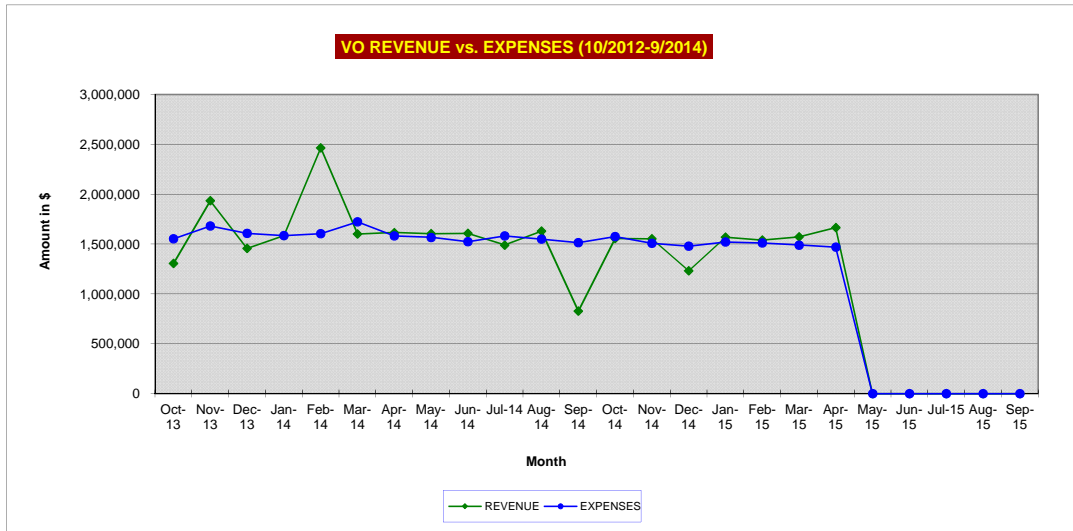


REVENUE	YTD BUDGET	YTD ACTUAL	PUM BUDGET	PUM ACTUAL
RENTS	0	0	0.00	0.00
NON-DWELL. RENTS	0	0	0.00	0.00
INTEREST	0	0	0.00	0.00
OTHER INCOME	0	0	0.00	0.00
MANAGEMENT FEES	583,726	573,406	201.81	198.24
ASSET MANAGEMENT FEES	28,925	0	10.00	0.00
CFP ADMIN FEES	38,334	0	13.25	0.00
<b>TOTAL</b>	<b>650,985</b>	<b>573,406</b>	<b>225.06</b>	<b>198.24</b>
EXPENSES	YTD BUDGET	YTD ACTUAL	PUM BUDGET	PUM ACTUAL
ADMIN.	435,497	439,678	150.56	152.01
TENANT SERVICES	0	0	0.00	0.00
UTILITIES	16,902	12,334	5.84	4.26
MAINT.	30,609	21,085	10.58	7.29
GENERAL	9,002	8,006	3.11	2.77
DEPRECIATION	0	0	0.00	0.00
NON-ROUTINE	0	0	0.00	0.00
<b>TOTAL</b>	<b>492,011</b>	<b>481,102</b>	<b>170.09</b>	<b>166.33</b>
<b>NET SURPLUS</b>	<b>158,974</b>	<b>92,304</b>		
<b>NET FROM OPERATIONS</b>	<b>158,974</b>	<b>92,304</b>		
<b>NET SURPLUS</b>	<b>158,974</b>	<b>92,304</b>		
<b>ADD BACK DEPRECIATION</b>	<b>0</b>	<b>0</b>		
<b>CASH FLOW</b>	<b>158,974</b>	<b>92,304</b>		

01-Oct-14

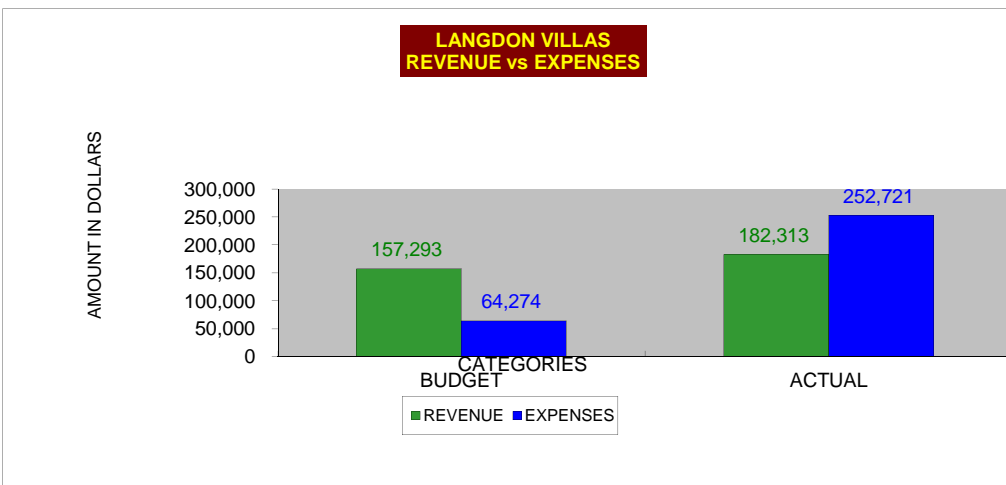
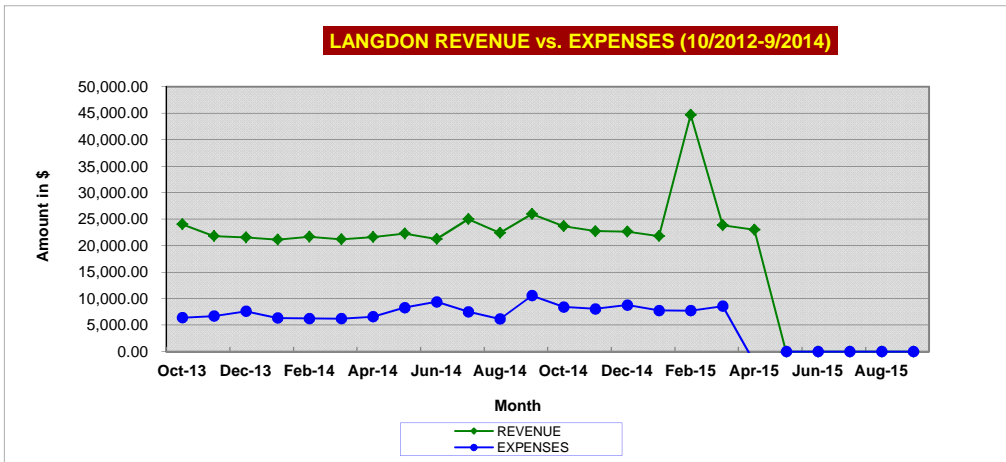
TO: 30-Apr-15

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	31,597	31,200	1.65	1.63
HOUSING ASSISTANCE (HAP)	10,031,003	9,675,095	523.34	504.78
ADMIN. FEES	992,540	982,259	51.78	51.25
	11,055,140	10,688,554	576.77	557.66
EXPENSES	YTD BUDGET	YTD ACTUAL	PUM BUDGET	PUM ACTUAL
FSS COORDINATOR	31,597	31,733	1.65	1.66
HOUSING ASSISTANCE (HAP)	10,087,715	9,643,120	526.30	503.11
ADMIN. EXPENSES	934,453	881,370	48.75	45.98
	11,053,765	10,556,223	576.70	550.75
<b>NET SURPLUS</b>	<b>1,375</b>	<b>132,331</b>		
HAP SURPLUS YTD Change	(56,712)	31,975		
ADMIN SURPLUS YTD Change	58,087	100,356		
HAP SURPLUS BALANCE	150,070	144,137		
ADMIN SURPLUS BALANCE	385,489	588,289		

01-Oct-14 TO: 30-Apr-15



REVENUE	YTD BUDGET	YTD ACTUAL	PUM BUDGET	PUM ACTUAL
RENTS	26,834	26,950	3,850.00	3,866.65
NON-DWELL. RENTS	0	0	0.00	0.00
INTEREST	348	2,177	49.93	312.29
MANAGEMENT FEES	123,141	124,219	17,667.64	17,822.30
OTHER INCOME	6,970	28,968	1,000.02	4,156.14
GRANT/PASS THRU	0	0	0.00	0.00
	<b>157,293</b>	<b>182,313</b>	22,567.59	26,157.38
EXPENSES	YTD BUDGET	YTD ACTUAL	PUM BUDGET	PUM ACTUAL
ADMIN.	27,081	11,808	3,885.44	1,694.20
UTILITIES	1,045	764	149.93	109.57
MAINT. & OPER.	0	396	0.00	56.85
GENERAL	36,148	34,185	5,186.33	4,904.66
BOND INTEREST	0	0	0.00	0.00
NON-ROUTINE	0	205,568	0.00	29,493.87
	<b>64,274</b>	<b>252,721</b>	9,221.70	36,259.15
<b>NET SURPLUS</b>	<b>93,019</b>	<b>(70,408)</b>		

**HOUSING AUTHORITY OF THE COUNTY OF MERCED**

Langdon

**ASSETS, LIABILITIES & FUND EQUITY**

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

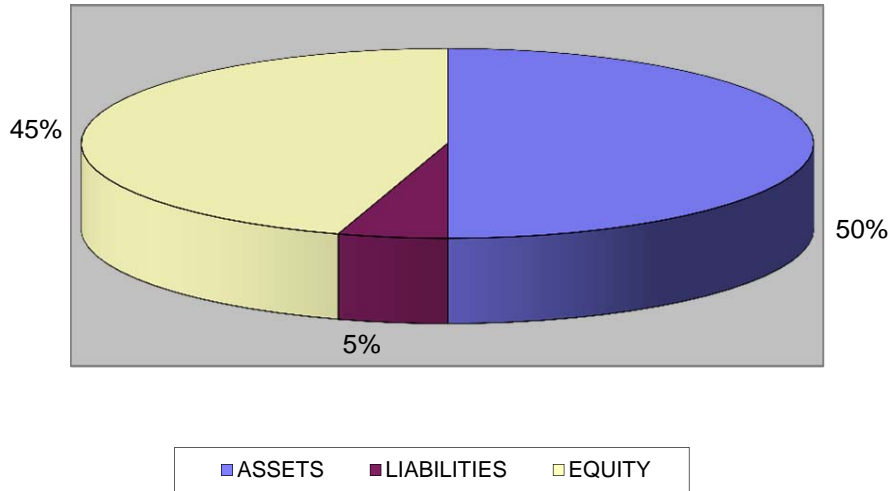
**EXPEND. RATE:**

**# UNIT/MONTH:**

**REPORT PERIOD FROM: 01-Oct-14**

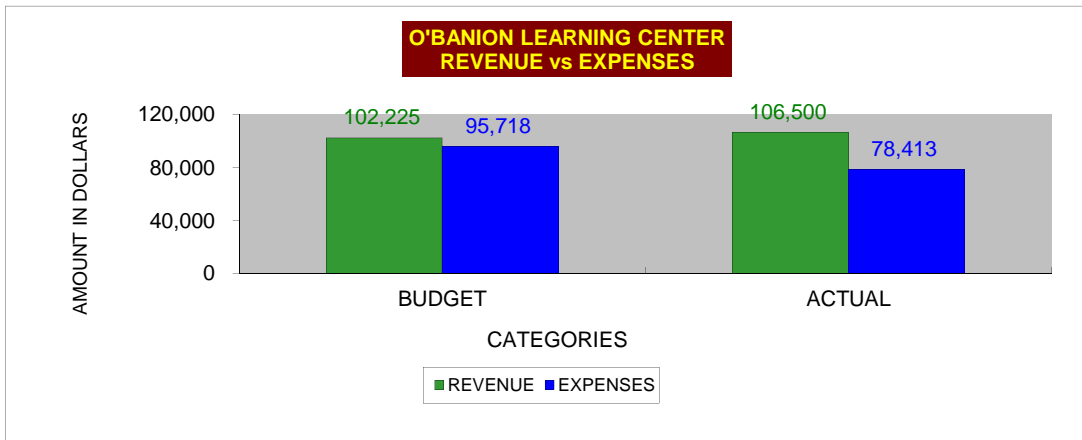
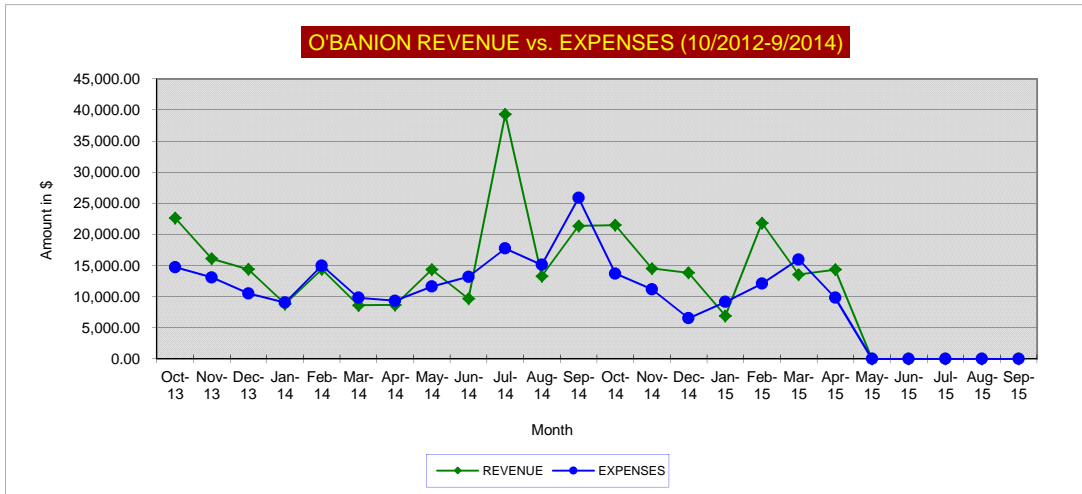
**TO: 30-Apr-15**

**LANGDON VILLA  
BALANCE SHEET**



CATEGORIES	ASSETS	LIABILITIES	EQUITY	
CASH	3,842,715			
ACCTS. RECEIVABLE	131			
FIXED ASSETS	132,177			
NOTES RECEIVABLE	988,492			
2nd Trust Deeds	4,343,437			
OTHER L/T ASSETS	2,530,341			
ACCOUNTS PAYABLE		2,873		
Other Current Liabilities		70,041		
NOTES PAYABLE		808,492		
Other Non Current Liabilities		260,374		
PRIOR YEARS			10,765,922	
CURRENT YEAR			(70,409)	
	<b>\$11,837,293</b>	<b>\$1,141,780</b>	<b>\$10,695,513</b>	<b>\$11,837,293</b>
				<b>LIAB. + EQUITY</b>

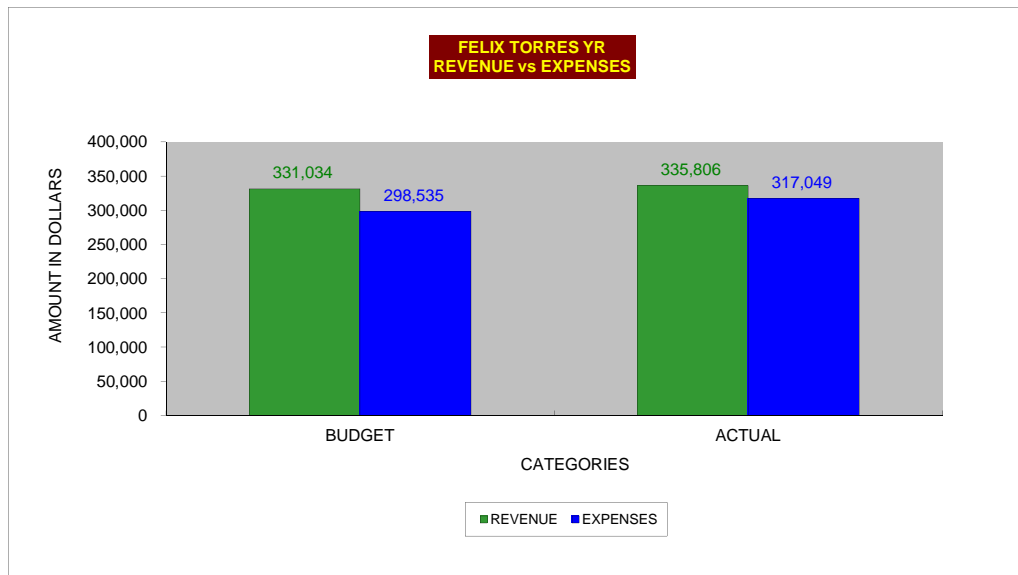
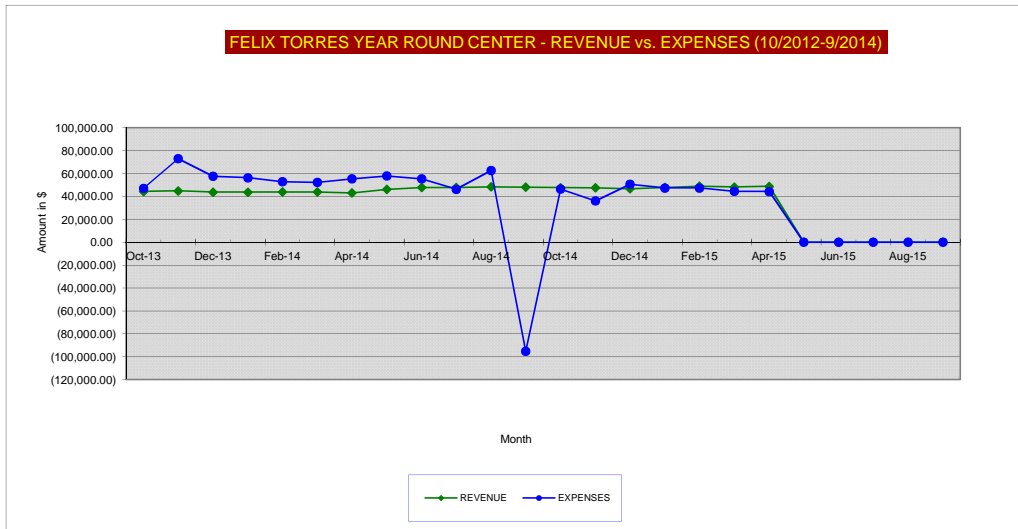




REVENUE	YTD BUDGET	YTD ACTUAL	PUM BUDGET	PUM ACTUAL
SUBSIDY-PHA	0	0	0.00	0.00
NON-DWELL. RENTS	102,225	106,500	2,444.45	2,546.67
INTERPROGRAM RENT	0	0	0.00	0.00
	<b>102,225</b>	<b>106,500</b>	2,444.45	2,546.67
	<b>YTD</b>	<b>YTD</b>	<b>PUM</b>	<b>PUM</b>
MAINT. & OPER.	11,849	13,167	283.34	314.86
GENERAL	1,742	950	41.66	22.72
NONROUTINE	0	0	0.00	0.00
MORTGAGE INTEREST	0	0	0.00	0.00
DEPRECIATION	31,248	31,381	747.22	750.40
	<b>95,718</b>	<b>78,413</b>	2,288.86	1,875.06
NET SURPLUS	6,507	28,086		
ADD BACK DEPRECIATION	31,248	31,381		
CASH FLOW	37,755	59,467		

01-Oct-14

TO: 30-Apr-15



REVENUE	YTD BUDGET	YTD ACTUAL	PUM BUDGET	PUM ACTUAL
RENTS	329,053	334,851	1,026.32	1,044.41
	<b>331,034</b>	<b>335,806</b>	1,032.50	1,047.39
EXPENSES	YTD BUDGET	YTD ACTUAL	PUM BUDGET	PUM ACTUAL
ADMIN.	27,531	29,424	85.87	91.77
UTILITIES	56,457	36,833	176.09	114.88
MAINT.	73,967	58,627	230.70	182.86
GENERAL	27,046	78,142	84.36	243.73
DEPRECIATION	113,534	114,023	354.11	355.64
	<b>298,535</b>	<b>317,049</b>	931.13	988.88
NET SURPLUS	32,499	18,757		
NET FROM OPERATIONS	<b>32,499</b>	<b>18,757</b>		
NET SURPLUS	32,499	18,757		
ADD BACK DEPRECIATION	113,534	114,023		
LESS CAPITAL EXPENDITURES	0	0		
<b>CASH FLOW</b>	<b>146,033</b>	<b>132,780</b>		

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:

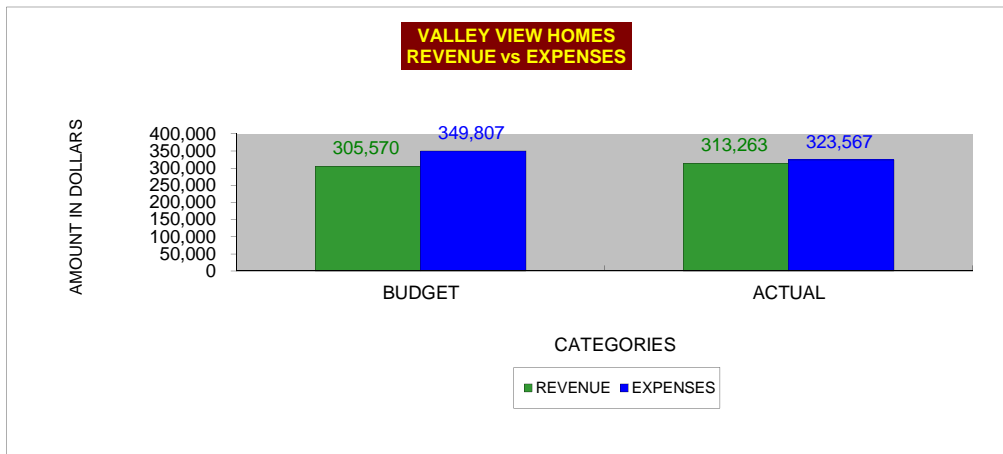
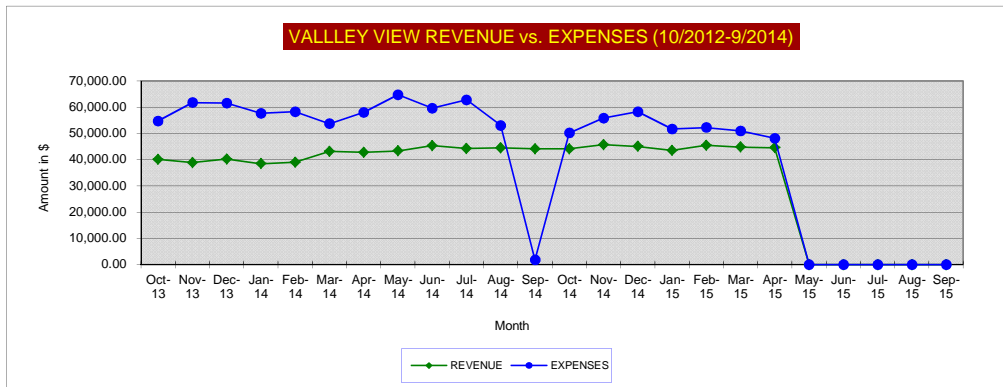
REV. RATE:

58.1%

# UNIT/MONTH:

876

30-Apr-15



REVENUE	YTD BUDGET	YTD ACTUAL	PUM BUDGET	PUM ACTUAL
RENTS	299,704	305,144	589.04	599.73
NON-DWELL. RENTS	0	0	0.00	0.00
INTEREST	58	194	0.11	0.38
OTHER INCOME	5,808	7,924	11.42	15.57
	<b>305,570</b>	<b>313,263</b>	600.57	615.68
EXPENSES	YTD BUDGET	YTD ACTUAL	PUM BUDGET	PUM ACTUAL
ADMIN.	62,957	51,927	123.74	102.06
UTILITIES	54,884	48,932	107.87	96.17
MAINT. & OPER.	68,890	60,152	135.40	118.22
GENERAL	25,454	24,334	50.03	47.83
NONROUTINE	0	0	0.00	0.00
DEPRECIATION	23,534	23,639	46.25	46.46
BOND INTEREST	103,488	103,936	203.40	204.28
BOND REPLACEMENT RESV	10,600	10,647	20.83	20.93
	<b>349,807</b>	<b>323,567</b>	687.52	635.95
<b>NET SURPLUS</b>	<b>(44,237)</b>	<b>(10,305)</b>		
BOND PRINCIPAL	43,562	43,750		
<b>ADJUSTED SURPLUS</b>	<b>(87,798)</b>	<b>(54,055)</b>		
ADD BACK DEPRECIATION	23,534	23,639		
ADD BACK BOND COST AMORT	9,714	9,758		
<b>CASH FLOW</b>	<b>(54,550)</b>	<b>(20,658)</b>		

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:

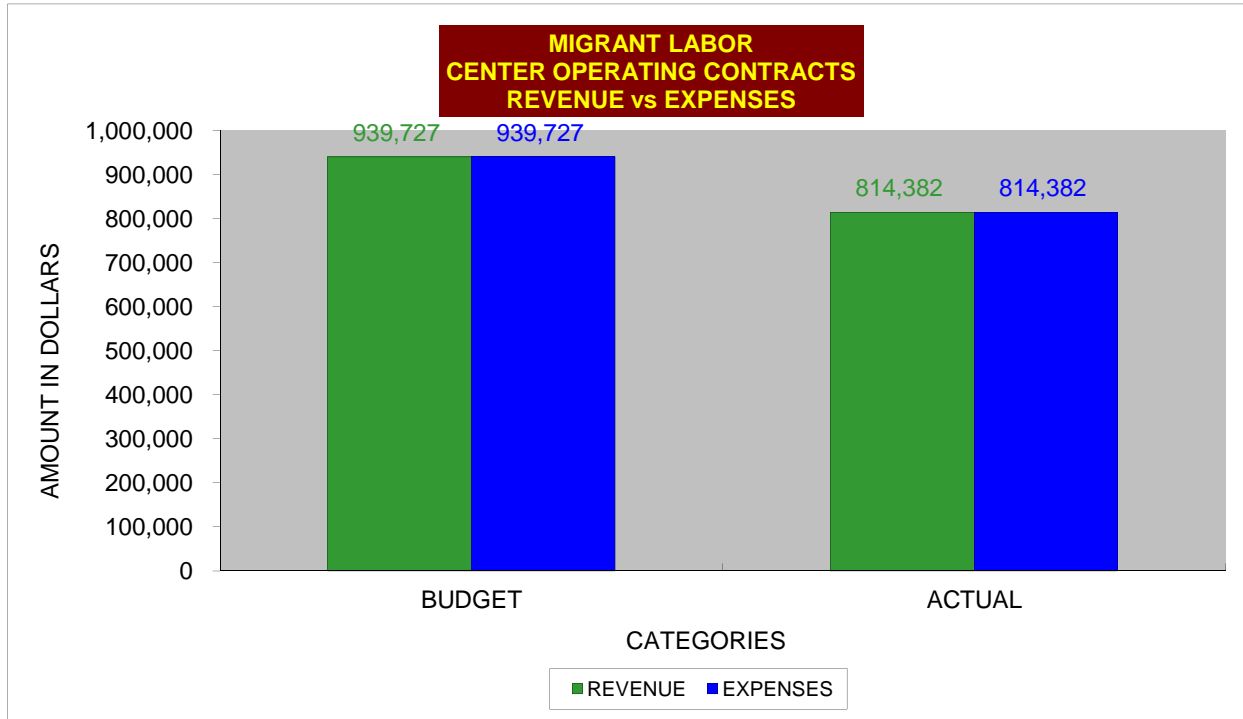
30-Apr-15

EXPEND. RATE:

83.3%

# UNIT/MONTH:

1,548



REVENUE	YTD BUDGET	YTD ACTUAL	PUM BUDGET	PUM ACTUAL
OMS OPERATING	939,727	814,382	728.87	631.65
	<b>939,727</b>	<b>814,382</b>	728.87	631.65
EXPENSES	YTD BUDGET	YTD ACTUAL	PUM BUDGET	PUM ACTUAL
PERSONNEL	443,454	444,571	343.95	344.82
OPERATIONS	240,410	223,421	186.47	173.29
MAINTENANCE	12,576	15,759	9.75	12.22
ADMINISTRATION	89,852	89,188	69.69	69.18
DEBT SERVICE	153,435	41,443	119.01	32.14
	<b>939,727</b>	<b>814,382</b>	728.87	631.65
<b>NET SURPLUS</b>	<b>0</b>	<b>0</b>		

## MEMORANDUM

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

**FROM:** Rennise Ferrario, Executive Director

**DATE:** May 19, 2015

**SUBJECT:** Recommendation to adopt **Resolution No. 2015-10**, approving an increase of the Housing Authority contribution toward medical coverage for retired employees

CalPERS is requiring that all member agencies contribute a minimum of \$125.00 per month per retiree commencing January 1, 2016.

### **RECOMMENDATION**

I recommend the Board of Commissioners of the Housing Authority of the County of Merced, adopt **Resolution No. 2015-10**, approving an increase of the Housing Authority contribution toward medical coverage for retired employees, effective January 1, 2016, and authorizing the Executive Director to prepare and execute any required documentation for CalPERS to implement the contribution increase.

**RESOLUTION NO. 2015-10**

**INCREASING THE EMPLOYER’S CONTRIBUTION  
FOR RETIREES UNDER THE PUBLIC EMPLOYEES’  
MEDICAL AND HOSPITAL CARE ACT**

**WHEREAS**, Government Code section 22892(a) provides that a local agency contracting under the Public Employees’ Medical and Hospital Care Act shall fix the amount of the employer’s contribution for a retiree at an amount not less than the amount required under Section 22892(b) of the Act; and

**WHEREAS**, the Board of Commissioners of the Housing Authority of the County of Merced (HACM) has previously adopted a process to allow for annual adjustments to the contributions made by the HACM toward the medical premiums for its retirees; and

**WHEREAS**, the California Public Employees Retirement System (CalPERS) has mandated minimum annual incremental increases of employer contributions effective January 1, 2016,

**THEREFORE, BE IT RESOLVED**, that the Board of Commissioners of the Housing Authority of the County of Merced does hereby adopt Resolution No. 2015-10, approving an increase to \$125 per month toward the medical insurance premium for each retiree through CalPERS, effective January 1, 2016.

**BE IT FURTHER RESOLVED**, that the Executive Director of the Housing Authority is authorized to prepare and execute any required documentation required by CalPERS to implement the contribution increase in a timely manner.

Adopted at a regular meeting of the Board of Commissioners of the Housing Authority of the County of Merced at Merced, California, this nineteenth (19<sup>th</sup>) day of May, 2015.

Motion: Second:

Ayes:

Noes:

Absent:

Abstain:

---

Chairperson, Board of Commissioners  
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:** May 19, 2015

**SUBJECT:** Recommendation to adopt **Resolution No. 2015-11**, approving the combining of the Housing Authority's Employee Salary Schedule for all HACM employees.

Early this year the California Public Employees' Retirement System Office of Audit Services conducted a compliance review to determine whether the agency complied with applicable sections of the California Government Code, California Code of Regulations (CCR) and its contract with the California Public Employees' Retirement System (CalPERS). A draft of their findings has been received and we are required to review and provide a written response.

CalPERS has recommended that the agency maintain one pay schedule that identifies the position title and pay rate for every employee position as required by the CCR. This single pay schedule must reflect an effective date and date of any revisions.

On February 17, 2015 the Housing Authority of the County of Merced Board of Commissioners approved Resolution No. 2015-03 approving the Salary Schedule for non-represented employees (exhibit A – effective February 20, 2015). On February 17, 2015 the Board also approved the Salary Schedules for all represented employees as negotiated with AFSCME, (exhibit B – effective February 20, 2015; exhibit C – effective January 2016).

At this time it would be appropriate and in the best interest of the agency to combine the previously approved salary schedules and create one single document. This document will clearly reflect the effective date and the date of any revisions and the agency will maintain compliance with all procedures and requirements mandated by CCR 570.5.

### **RECOMMENDATION:**

It is recommended that the Board of Commissioners of the Housing Authority of the County of Merced adopt **Resolution No. 2015-11**, approving the combined Salary Schedules into one single document as recommendation by CalPERS. Exhibits A, B, C are attached to this memo. The combined Salary Schedule is attached to Resolution 2015-11.

## RESOLUTION 2015-11

### APPROVING THE COMBINING OF THE HOUSING AUTHORITY'S EMPLOYEES CLASSIFICATIONS SALARY SCHEDULES FOR ALL HOUSING AUTHORITY OF THE COUNTY OF MERCED EMPLOYEES

**WHEREAS**, the California Public Employees' Retirement System (CalPERS) Office of Audit Services determined that the Housing Authority of the County of Merced maintained two pay schedules that identified the position, title and pay rate for every employee position; and

**WHEREAS**, CalPERS requests that the agency combine the two pay schedules to reflect one single pay schedule, as required per CCR Section 570.5; and

**WHEREAS**, the Board of Commissioners of the Housing Authority of the County of Merced previously passed Resolution 2015-02 which approved adopting the Memorandum of Understanding with AFSCME and the updated employee Salary Schedules for represented employees, (effective February 20, 2015 – Exhibit B and effective January 2016 as Exhibit C); and

**WHEREAS**, the Board of Commissioners of the Housing Authority of the County of Merced previously passed Resolution 2015-03 which approved the Salary Schedules for non-represented employees (effective February 2015 - attached as exhibit A); and

**WHEREAS**, the Board of Commissioners has again fully examined said proposed schedules, and thereby finds and determines adoption of said documents into one combined document to be in the best interest of the agency and in compliance with CalPERS request;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Housing Authority of the County of Merced hereby approves combining previously approved Employee Classifications Salary Schedules as they currently exist with no revisions, as one single document.

**BE IT FURTHER RESOLVED** that the combined Salary Schedules shall be maintained as one document and shall be in compliance with all procedures and requirements mandated by CCR 570.5. The provision of this Resolution shall supersede any other resolution in conflict herewith.



I, the undersigned, hereby certify that the foregoing Resolution was duly and regularly adopted and passed by the Board of Commissioners of the Housing Authority of the County of Merced in a regular meeting assembled on the 19<sup>th</sup> day of May, 2015, by the following vote:

Motion:

Second:

Ayes:

Noes:

Absent:

Abstain:

---

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

Dated: May 19, 2015

## MEMORANDUM

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

**FROM:** Rennise Ferrario, Executive Director

**DATE:** May 19, 2015

**SUBJECT:** Recommendation to adopt **Resolution No. 2015-12**, approving the PHA Five-Year and Annual Plan FY 2015 through 2020 for submission to HUD

The PHA Annual Plan is in full compliance with HUD requirement, has been on display for a period of 45 days for public review and comment, and as required by HUD. The public has been invited to participate in a Public Hearing regarding the Plan at the May 19<sup>th</sup> Board Meeting.

Additionally, the plan has been reviewed by the Housing Authority Resident Advisory Board (RAB). The RAB has submitted the attached memorandum to the Board of Commissioners regarding their review and any comments or suggestions they may have regarding the plan.

### **RECOMMENDATION**

I recommend that the Board of Commissioners of the Housing Authority of the County of Merced adopt **Resolution No. 2015-12**, approving the submission to HUD of the PHA Five-Year and Annual Plan FY 2015 through 2020 (pending any required or necessary changes prior to submission).

**RESOLUTION NO. 2015-12**

**APPROVING THE PHA FIVE-YEAR and ANNUAL PLAN  
FY 2015 THROUGH 2020 FOR SUBMISSION TO HUD  
(PENDING ANY REQUIRED OR NECESSARY CHANGES PRIOR TO SUBMISSION)**

**WHEREAS**, HUD requires the Authority to submit an Annual and Five-Year Plan for FY 2015; and

**WHEREAS**, the Plan is in full compliance with HUD regulations, has been on display for a period of 45 days for public review and comment, and the required Public Hearing was held during a special board meeting (05/19/2015); 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 2015 Annual and Five-Year (2015-2020) Agency Plan for submission to HUD (pending any required or necessary change prior to submission).

The foregoing resolution was introduced at the May 19, 2015 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 May 19, 2015

## MEMORANDUM

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

**FROM:** Rennise Ferrario, Executive Director

**DATE:** May 19, 2015

**SUBJECT:** Recommendation to adopt **Resolution No. 2015-13**, approving the revisions 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 Chapter 1 Fair Housing, Chapter 7 Taking Applications, Chapter 9 Managing the Waitlist, Chapter 10 Tenant Selection and Assignment Plan, Chapter 12 Verification, Chapter 19 Smoking Policy, Glossary, and Appendix 1 of the Public Housing ACOP. The revisions are needed in order to be consistent and compliant with the HUD 24 CFR language and current practice.

### **RECOMMENDATION**

I recommend that the Board of Commissioners of the Housing Authority of the County of Merced adopt **Resolution No. 2015-13**, revising Chapter 1 Fair Housing, Chapter 7 Taking Applications, Chapter 9 Managing the Waitlist, Chapter 10 Tenant Selection and Assignment Plan, Chapter 12 Verification, Chapter 19 Smoking Policy, Glossary, and Appendix 1 of the Public Housing Admissions and Occupancy Policy (ACOP).

**RESOLUTION NO. 2015-13**

**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 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 Chapter 1 Fair Housing, Chapter 7 Taking Applications, Chapter 9 Managing the Waitlist, Chapter 10 Tenant Selection and Assignment Plan, Chapter 12 Verification, Chapter 19 Smoking Policy, Glossary, and Appendix 1; 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 resolution was introduced at the May 19, 2015 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: May 19, 2015

## MEMORANDUM

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

**FROM:** Rennise Ferrario, Executive Director

**DATE:** May 19, 2015

**SUBJECT:** Recommendation to adopt **Resolution No. 2015-14**, Approving Revisions to the HCV Administrative Plan: Chapter 1 Statement of Policies and Objectives, Chapter 2 Eligibility for Admission, Chapter 3 Pre-Application Process, Chapter 4 Waiting List and Tenant Selection, Chapter 6 Factors Related to Total Tenant Payment Determination, Chapter 7 Verification Procedures, Chapter 10 Housing Quality Standards and Inspections

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 Chapter 1 Statement of Policies and Objectives, Chapter 2 Eligibility for Admission, Chapter 3 Pre-Application Process, Chapter 4 Waiting List and Tenant Selection, Chapter 6 Factors Related to Total Tenant Payment Determination, Chapter 7 Verification Procedures, Chapter 10 Housing Quality Standards and Inspections of the Housing Choice Voucher Program Administrative Plan.

### **RECOMMENDATION**

I recommend that the Board of Commissioners of the Housing Authority of the County of Merced adopt **Resolution No. 2015-14**, approving the revisions to the HCV Administrative Plan noted above.

**RESOLUTION NO. 2015-14**

**APPROVING THE REVISIONS OF  
OF THE HOUSING CHOICE VOUCHER (HCV) PROGRAM  
ADMINISTRATIVE PLAN**

**WHEREAS**, 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;

**WHEREAS**, at this time it is necessary to revise various portions, Chapter 1 Statement of Policies and Objectives, Chapter 2 Eligibility for Admission, Chapter 3 Pre-Application Process, Chapter 4 Waiting List and Tenant Selection, Chapter 6 Factors Related to Total Tenant Payment Determination, Chapter 7 Verification Procedures, Chapter 10 Housing Quality Standards and Inspections, of the Housing Choice Voucher (HCV) Program Administrative Plan as needed in order to be consistent and compliant with the HUD 24 CFR language and current practice,

**THEREFORE, BE IT RESOLVED** that the Housing Authority of the County of Merced does hereby adopt **Resolution No. 2015-14**, approving the revisions to Chapter 1 Statement of Policies and Objectives, Chapter 2 Eligibility for Admission, Chapter 3 Pre-Application Process, Chapter 4 Waiting List and Tenant Selection, Chapter 6 Factors Related to Total Tenant Payment Determination, Chapter 7 Verification Procedures, Chapter 10 Housing Quality Standards and Inspections of the Housing Choice Voucher (HCV) Program Administrative Plan.

The foregoing resolution was introduced at the May 19, 2015 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: May 19, 2015