

# A G E N D A

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

Regular Meeting  
Tuesday, August 18, 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. July 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. 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 July 2015
- B. Financial Reports for July 2015

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

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

##### A. Information/Discussion Item(s):

- 1.) Financial Audit 2014
- 2.) Director's Updates

##### B. Resolution Item(s):

- 1.) **Resolution No. 2015-17:** Approving the PHA Operating Budget for Fiscal Year 2015-2016

##### C. Action Item(s): None

#### VII. COMMISSIONER'S COMMENTS:

#### VIII. CLOSED SESSION ITEM(S):

#### IX. ADJOURNMENT

# MINUTES

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

### Quarterly Meeting Tuesday, July 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  
Jose Delgadillo, Vice Chairperson  
Lyle Davis  
Evelyne Dorsey  
Rick Osorio  
Jose Resendez

**Commissioners Absent:**

Margaret Pia

Chairperson Torres 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:**

Diane Love, HCV Client

- II. **COMMISSIONER and/or AGENCY ADDITIONS/DELETIONS TO THE AGENDA:**  
None  
(M/S/C): Commissioner Delgadillo/Commissioner Resendez/passed unanimously
- III. **APPROVAL OF THE FOLLOWING MEETING MINUTES:**  
A. May 19, 2015 Regular Meeting  
(M/S/C): Commissioner Resendez/Commissioner Dorsey/passed unanimously
- IV. **UNSCHEDULED ORAL COMMUNICATION**  
Diane Love was present to request that the board help increase her max contract rent. The Board heard her request and Executive Director Ferrario stated that management is available to meet with her and discuss. Gina

Thexton, Director of Housing Programs stepped out to schedule an appointment with Ms. Love.

**V. CONSENT CALENDAR:**

**A. Rent Delinquency Report for May and June 2015**

**B. Financial Reports for May and June 2015**

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

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

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

**1.) Director Updates:**

- a. As this is a quarterly meeting, notes were included in the packet.
- b. The agency is currently reviewing contracts and revising verbiage. Pending contracts include roofing and air conditioning for the 1<sup>st</sup> Street Apartments, sidewalks in Dos Palos, landscaping, pest control, and janitorial. Numerous RFP's will be going out as well.
- c. There are a few audits that are being worked on. (CalPERS, SEMAP, Shelter + Care)
- d. Vice-Chair Delgadillo commented on the quick lease up the Felix Torres center had. He also inquired about the resident council and who conducts safety meeting/checks at the migrant centers. He stated that the Housing Data sheet provided was very informative.

**B. Resolution Item(s):**

**1.) Resolution No. 2015-15:** Approving and authorizing entering into a contract with STW Construction for roof replacement and HVAC system installation at Project 23-24 Merced

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

**2.) Resolution No. 2015-16:** Approving an addition to the Position Allocation Schedule

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

**C. Action Item(s): None**

**VIII. COMMISSIONER'S COMMENTS:**

- Commissioner Dorsey stated she enjoyed the Employee Recognition Breakfast. She enjoyed the warmth, fun and laughs. She also enjoyed the presentation.
- Commissioner Osorio commented that the employee attitudes at this breakfast showed the warmth and comradery the employees have.
- Commissioner Resendez commented on how rough the last couple of years have been for employees and how this affected the maintenance workers. He stated that the maintenance department continues to work as a unit and now seem happier.
- Vice-Chair Delgadillo commented on the efforts of all of the staff on putting the breakfast together.

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

None

**X. ADJOURNMENT**

There being no further business to discuss, the meeting was adjourned at 6:10 p.m.

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Chairperson Signature / Date

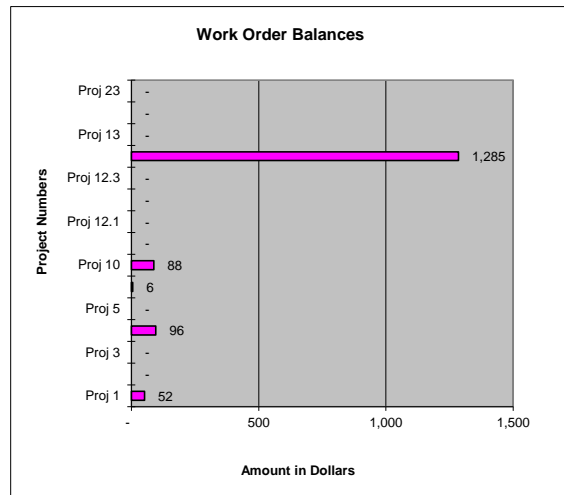
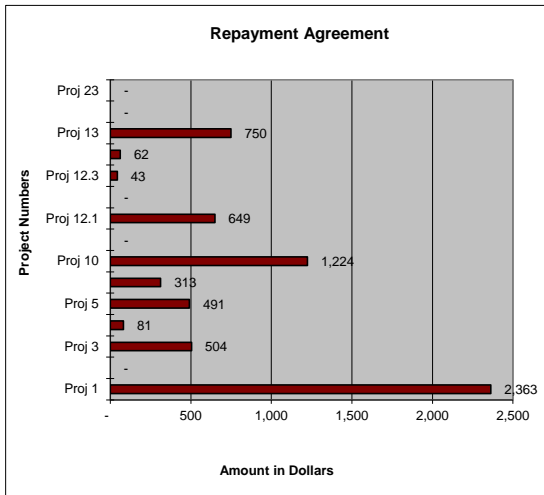
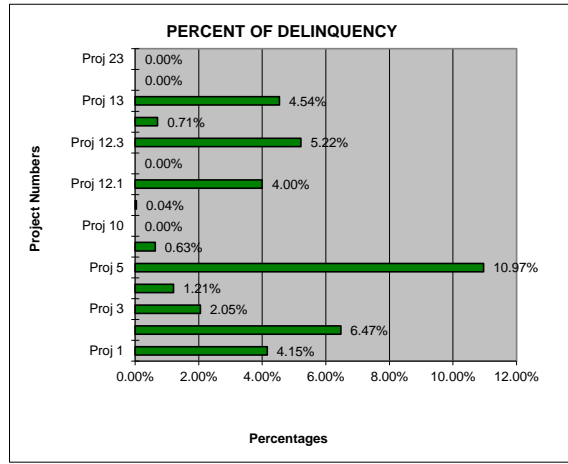
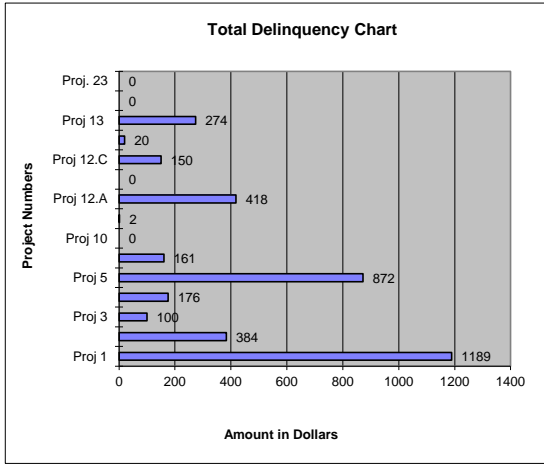
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Secretary Signature/ Date

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

Jul-15

| Project Name           | Project # | Total Units | Total # delinquent | Delinquent  | Work Orders | Retro Charges | Repay. Agreements | Total Rent    | % of Delinq. |
|------------------------|-----------|-------------|--------------------|-------------|-------------|---------------|-------------------|---------------|--------------|
| Gateway Homes          | Proj 1    | 101         | 12                 | 1189        | 52          | 172           | 2363              | 28621         | 4.15%        |
| Linda Vista Homes      | Proj 2    | 20          | 3                  | 384         | 0           | 0             | 0                 | 5936          | 6.47%        |
| Cameo Court Homes      | Proj 3    | 15          | 3                  | 100         | 0           | 0             | 504               | 4884          | 2.05%        |
| Abby Circle Homes      | Proj 4    | 40          | 10                 | 176         | 96          | 0             | 81                | 14547         | 1.21%        |
| Globe Ave. Homes       | Proj 5    | 30          | 6                  | 872         | 0           | 0             | 491               | 7950          | 10.97%       |
| Livingston Homes       | Proj 6    | 60          | 10                 | 161         | 6           | 2754          | 313               | 25578         | 0.63%        |
| Merced Turnkey Homes   | Proj 10   | 44          | 0                  | 0           | 88          | 0             | 1224              | 15239         | 0.00%        |
| Los Banos Homes        | Proj 11   | 10          | 1                  | 2           | 0           | 0             | 0                 | 4843          | 0.04%        |
| Atwater Homes          | Proj 12.A | 36          | 7                  | 418         | 0           | 0             | 649               | 10451         | 4.00%        |
| Winton Homes           | Proj 12.B | 6           | 0                  | 0           | 0           | 0             | 0                 | 2650          | 0.00%        |
| Dos Palos Homes        | Proj 12.C | 12          | 2                  | 150         | 0           | 0             | 43                | 2874          | 5.22%        |
| So. Dos Palos Homes    | Proj 12.D | 10          | 3                  | 20          | 1285        | 0             | 62                | 2830          | 0.71%        |
| Merced Elderly Complex | Proj 13   | 28          | 1                  | 274         | 0           | 0             | 750               | 6038          | 4.54%        |
| Merced 1st Acquisition | Proj. 21  | 1           | 0                  | 0           | 0           | 0             | 0                 | 292           | 0.00%        |
| Atwater Acquisition    | Proj. 23  | 2           | 0                  | 0           | 0           | 0             | 0                 | 546           | 0.00%        |
|                        |           | <b>415</b>  | <b>58</b>          | <b>3746</b> | <b>1527</b> | <b>2926</b>   | <b>6480</b>       | <b>133279</b> | <b>2.81%</b> |



|                                | Jan-15 | Feb-15 | Mar-15 | Apr-15 | May-15 | Jun-15 |
|--------------------------------|--------|--------|--------|--------|--------|--------|
| Percent Delinquent <b>2015</b> | 3.15%  | 3.12%  | 3.36%  | 3.34%  | 2.03%  | 1.72%  |
| Percent Delinquent             | Jul-15 | Aug-15 | Sep-15 | Oct-15 | Nov-15 | Dec-15 |
|                                | 2.81%  |        |        |        |        |        |

Average  
Delinquency **2.79%**

|                                | Jan-14 | Feb-14 | Mar-14 | Apr-14 | May-14 | Jun-14 |
|--------------------------------|--------|--------|--------|--------|--------|--------|
| Percent Delinquent <b>2014</b> | 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 **2.45%**

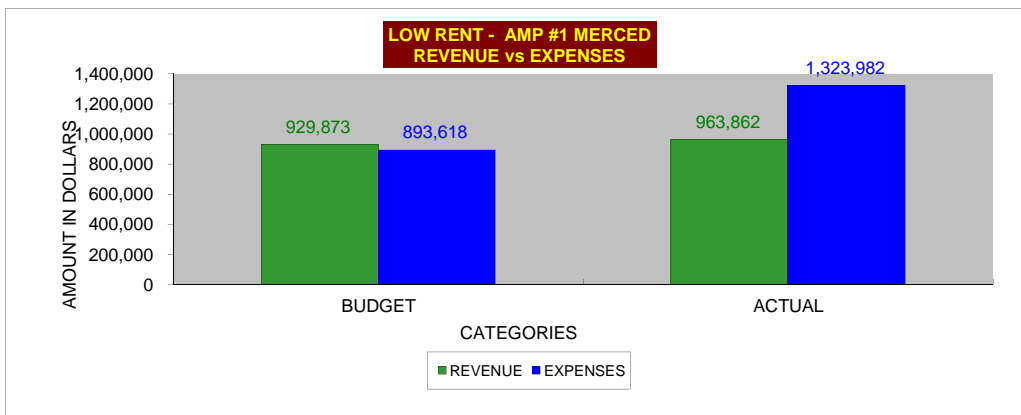
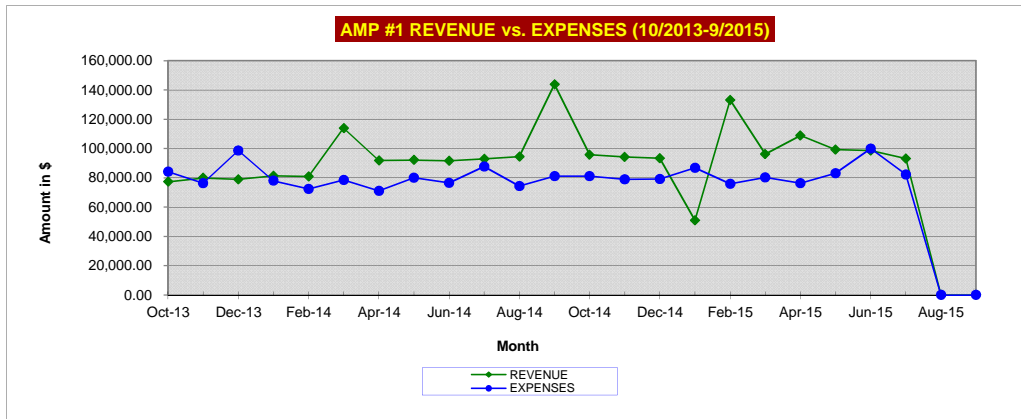
## PHAS Tracking Summary Fiscal Year Ending 09/30/15

| Indicators                         |   | Estimated Status at End of Month |                     |     |     |     |     |     |     |     |     |     |     |
|------------------------------------|---|----------------------------------|---------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
|                                    |   | Sub-Indicator #1                 | Performance Scoring | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | Jun | Jul |
| Lease Up Days                      |   | 4                                | 16                  | 32  | 33  | 57  | 58  | 57  | 57  | 70  | 101 |     |     |
| Average Lease Up Days              |   | 1                                | 4                   | 5   | 4   | 4   | 3   | 3   | 3   | 3   | 3   |     |     |
| Make Ready Time                    |   | 18                               | 55                  | 76  | 94  | 117 | 151 | 159 | 179 | 245 | 339 |     |     |
| Average Make Ready Days            |   | 5                                | 14                  | 12  | 12  | 9   | 9   | 8   | 9   | 9   | 9   |     |     |
| Down Days                          |   | 0                                | 0                   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 7   |     |     |
| Average Down Days                  |   | 0                                | 0                   | 0   | 0   | 0   | 0   | 0   | 0   | 0   | 0.2 |     |     |
| Total # Vacant Units Turned        |   | 1                                | 4                   | 6   | 8   | 13  | 17  | 19  | 21  | 27  | 38  |     |     |
| Total # Turn Around Days           |   | 22                               | 71                  | 107 | 127 | 174 | 209 | 216 | 225 | 315 | 447 |     |     |
| Average Turn Around Days (To Date) | A = 0-20<br>B = 21-25<br>C = 26-30<br>D = 31-40<br>F = more than 50 | 6                                | 18                  | 18  | 16  | 13  | 12  | 11  | 11  | 12  | 12  |     |     |

|  |   |      |      |      |      |      |      |      |      |      |      |  |  |
|--|---|------|------|------|------|------|------|------|------|------|------|--|--|
| % Emergency Work Orders Abated W/in 24 hours         | A = 99%<br>B=98%<br>C=97%<br>D=96%<br>E=95%<br>F= less than 95%                         | 100% | 100% | 100% | 100% | 100% | 100% | 100% | 100% | 100% | 100% |  |  |
| Average # days to complete Non-Emergency Work Orders | A = 25 days or less3<br>B=26-360<br>C=31-40<br>D=41-50<br>E=51-60<br>F= greater than 60 | 4    | 6    | 5    | 5    | 5    | 5    | 6    | 6    | 6    | 6    |  |  |

01-Oct-14

TO: 31-Jul-15



| REVENUE               | YTD BUDGET     | YTD ACTUAL       | PUM BUDGET | PUM ACTUAL |
|-----------------------|----------------|------------------|------------|------------|
| RENTS                 | 459,748        | 487,919          | 261.36     | 277.38     |
| NON-DWELL. RENTS      | 0              | 0                | 0.00       | 0.00       |
| INTEREST              | 833            | 2,342            | 0.47       | 1.33       |
| OTHER INCOME          | 14,159         | 12,538           | 8.05       | 7.13       |
| PFS SUBSIDY           | 455,133        | 461,062          | 258.74     | 262.11     |
| CFP FUNDS             | 0              | 0                | 0.00       | 0.00       |
| HOME SALE REVENUE     | 0              | 0                | 0.00       | 0.00       |
|                       | <b>929,873</b> | <b>963,862</b>   | 528.62     | 547.95     |
| EXPENSES              | YTD BUDGET     | YTD ACTUAL       | PUM BUDGET | PUM ACTUAL |
| ADMIN.                | 263,090        | 254,827          | 149.56     | 144.87     |
| TENANT SERVICES       | 0              | 0                | 0.00       | 0.00       |
| UTILITIES             | 160,661        | 130,352          | 91.33      | 74.10      |
| MAINT.                | 272,633        | 243,736          | 154.99     | 138.56     |
| GENERAL               | 89,783         | 87,557           | 51.04      | 49.78      |
| NONROUTINE            | 0              | 0                | 0.00       | 0.00       |
| DEPRECIATION          | 107,451        | 107,510          | 61.09      | 61.12      |
| EQUITY TRANSFERS      | 0              | 500,000          | 0.00       | 284.25     |
|                       | <b>893,618</b> | <b>1,323,982</b> | 508.01     | 752.68     |
| NET SURPLUS           | 36,255         | (360,120)        |            |            |
| NET FROM OPERATIONS   | <b>36,255</b>  | <b>139,880</b>   |            |            |
| NET SURPLUS           | 36,255         | (360,120)        |            |            |
| ADD BACK DEPRECIATION | 107,451        | 107,510          |            |            |
| <b>CASH FLOW</b>      | <b>143,706</b> | <b>(252,610)</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:

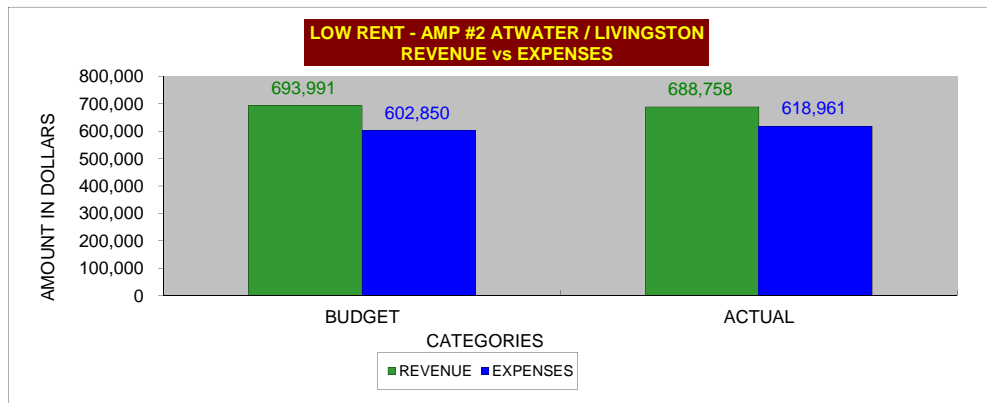
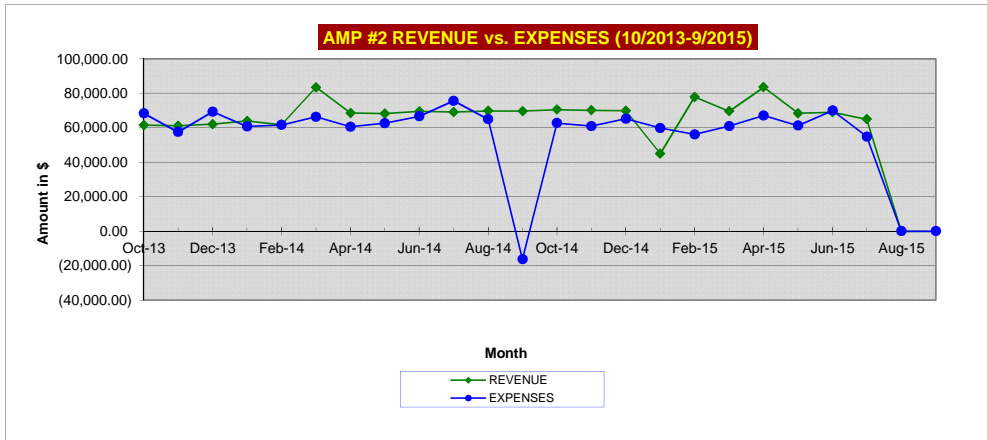
01-Oct-14

TO:

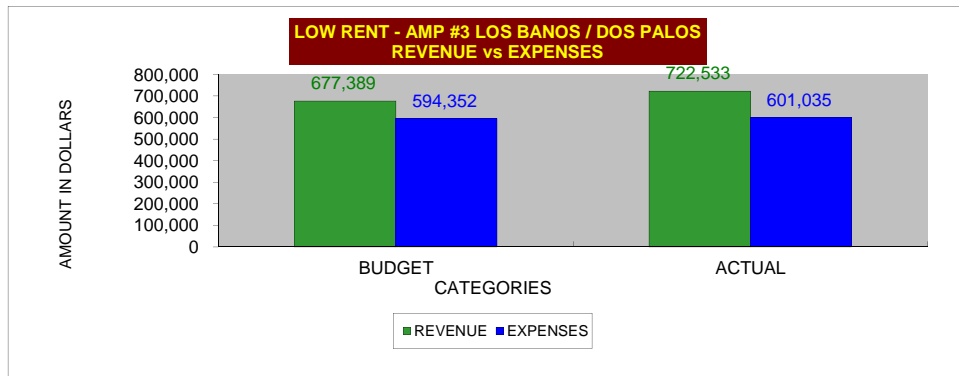
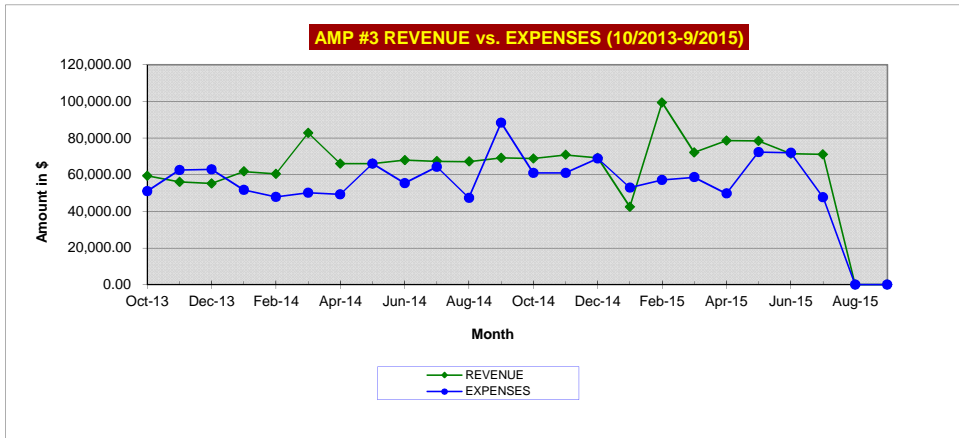
REV. RATE: 83.3%

# UNIT/MONTH: 1,404

31-Jul-15

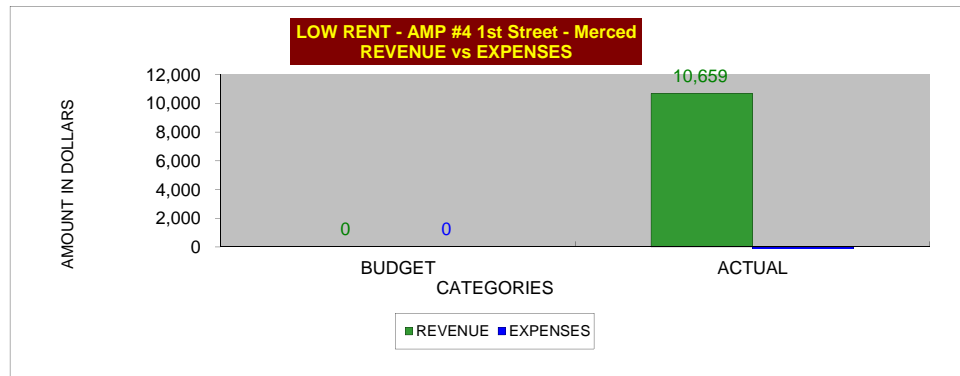
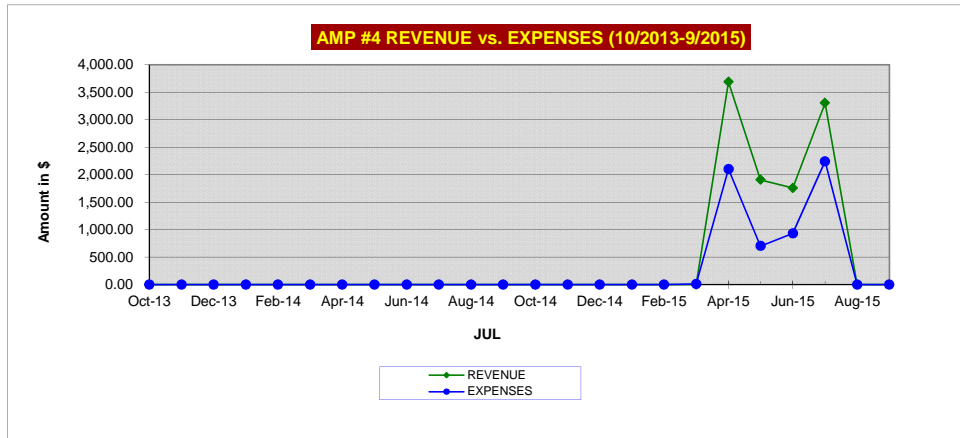


| REVENUE               | YTD BUDGET     | YTD ACTUAL     | PUM BUDGET | PUM ACTUAL |
|-----------------------|----------------|----------------|------------|------------|
| RENTS                 | 436,427        | 434,518        | 373.22     | 371.59     |
| NON-DWELL. RENTS      | 0              | 0              | 0.00       | 0.00       |
| INTEREST              | 500            | 1,615          | 0.43       | 1.38       |
| OTHER INCOME          | 6,996          | 9,744          | 5.98       | 8.33       |
| PFS SUBSIDY           | 250,068        | 242,881        | 213.85     | 207.70     |
| CFP FUNDS             | 0              | 0              | 0.00       | 0.00       |
| HOME SALE REVENUE     | 0              | 0              | 0.00       | 0.00       |
|                       | <b>693,991</b> | <b>688,758</b> | 593.48     | 589.00     |
| EXPENSES              | YTD BUDGET     | YTD ACTUAL     | PUM BUDGET | PUM ACTUAL |
| ADMIN.                | 200,067        | 194,740        | 171.09     | 166.54     |
| TENANT SERVICES       | 0              | 0              | 0.00       | 0.00       |
| UTILITIES             | 106,776        | 118,495        | 91.31      | 101.33     |
| MAINT.                | 167,089        | 177,089        | 142.89     | 151.44     |
| GENERAL               | 68,047         | 67,738         | 58.19      | 57.93      |
| NONROUTINE            | 0              | 0              | 0.00       | 0.00       |
| DEPRECIATION          | 60,871         | 60,900         | 52.06      | 52.08      |
| EQUITY TRANSFERS      | 0              | 0              | 0.00       | 0.00       |
|                       | <b>602,850</b> | <b>618,961</b> | 515.54     | 529.32     |
| NET SURPLUS           | 91,141         | 69,797         |            |            |
| NET FROM OPERATIONS   | <b>91,141</b>  | <b>69,797</b>  |            |            |
| NET SURPLUS           | 91,141         | 69,797         |            |            |
| ADD BACK DEPRECIATION | 60,871         | 60,900         |            |            |
| CASH FLOW             | <b>152,012</b> | <b>130,697</b> |            |            |



| REVENUE               | YTD BUDGET     | YTD ACTUAL     | PUM BUDGET | PUM ACTUAL |
|-----------------------|----------------|----------------|------------|------------|
| RENTS                 | 339,814        | 374,229        | 278.69     | 306.91     |
| NON-DWELL. RENTS      | 0              | 0              | 0.00       | 0.00       |
| INTEREST              | 500            | 1,615          | 0.41       | 1.32       |
| OTHER INCOME          | 13,326         | 15,687         | 10.93      | 12.87      |
| PFS SUBSIDY           | 323,750        | 331,002        | 265.51     | 271.46     |
| CFP FUNDS             | 0              | 0              | 0.00       | 0.00       |
| HOME SALE REVENUE     | 0              | 0              | 0.00       | 0.00       |
|                       | <b>677,389</b> | <b>722,533</b> | 555.54     | 592.56     |
| EXPENSES              | YTD BUDGET     | YTD ACTUAL     | PUM BUDGET | PUM ACTUAL |
| ADMIN.                | 172,520        | 183,895        | 141.49     | 150.82     |
| TENANT SERVICES       | 0              | 338            | 0.00       | 0.28       |
| UTILITIES             | 112,604        | 104,383        | 92.35      | 85.61      |
| MAINT.                | 198,434        | 201,361        | 162.74     | 165.14     |
| GENERAL               | 62,133         | 62,368         | 50.96      | 51.15      |
| NONROUTINE            | 0              | 0              | 0.00       | 0.00       |
| DEPRECIATION          | 48,661         | 48,690         | 39.91      | 39.93      |
| EQUITY TRANSFERS      | 0              | 0              | 0.00       | 0.00       |
|                       | <b>594,352</b> | <b>601,035</b> | 487.45     | 492.93     |
| NET SURPLUS           | 83,037         | 121,498        |            |            |
| NET FROM OPERATIONS   | <b>83,037</b>  | <b>121,498</b> |            |            |
| NET SURPLUS           | 83,037         | 121,498        |            |            |
| ADD BACK DEPRECIATION | 48,661         | 48,690         |            |            |
| <b>CASH FLOW</b>      | <b>131,698</b> | <b>170,188</b> |            |            |

504,668.06



| REVENUE           | YTD BUDGET | YTD ACTUAL    | PUM BUDGET | PUM ACTUAL |
|-------------------|------------|---------------|------------|------------|
| RENTS             | 0          | 10,492        | 0.00       | 299.94     |
| NON-DWELL. RENTS  | 0          | 0             | 0.00       | 0.00       |
| INTEREST          | 0          | 0             | 0.00       | 0.00       |
| OTHER INCOME      | 0          | 167           | 0.00       | 4.78       |
| PFS SUBSIDY       | 0          | 0             | 0.00       | 0.00       |
| CFP FUNDS         | 0          | 0             | 0.00       | 0.00       |
| HOME SALE REVENUE | 0          | 0             | 0.00       | 0.00       |
|                   | <b>0</b>   | <b>10,659</b> | 0.00       | 304.72     |

| EXPENSES         | YTD BUDGET | YTD ACTUAL       | PUM BUDGET | PUM ACTUAL  |
|------------------|------------|------------------|------------|-------------|
| ADMIN.           | 0          | 614              | 0.00       | 17.56       |
| TENANT SERVICES  | 0          | 0                | 0.00       | 0.00        |
| UTILITIES        | 0          | 2,150            | 0.00       | 61.47       |
| MAINT.           | 0          | 2,807            | 0.00       | 80.26       |
| GENERAL          | 0          | 419              | 0.00       | 11.98       |
| NONROUTINE       | 0          | 0                | 0.00       | 0.00        |
| DEPRECIATION     | 0          | 0                | 0.00       | 0.00        |
| EQUITY TRANSFERS | 0          | (500,000)        | 0.00       | (14,293.55) |
|                  | <b>0</b>   | <b>(494,009)</b> | 0.00       | (14,122.28) |

|                     |          |              |  |  |
|---------------------|----------|--------------|--|--|
| NET SURPLUS         | 0        | 504,668      |  |  |
| NET FROM OPERATIONS | <b>0</b> | <b>4,668</b> |  |  |

|                       |          |                |  |  |
|-----------------------|----------|----------------|--|--|
| NET SURPLUS           | 0        | 504,668        |  |  |
| ADD BACK DEPRECIATION | 0        | 0              |  |  |
| <b>CASH FLOW</b>      | <b>0</b> | <b>504,668</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:

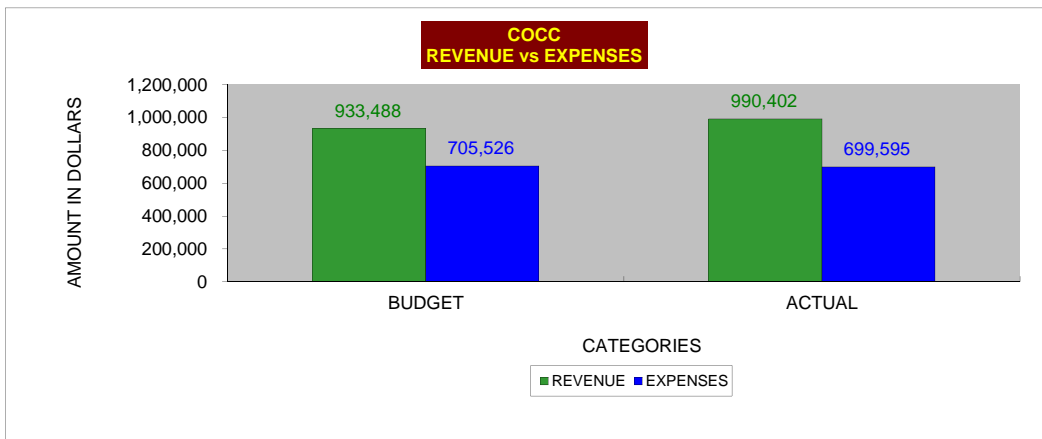
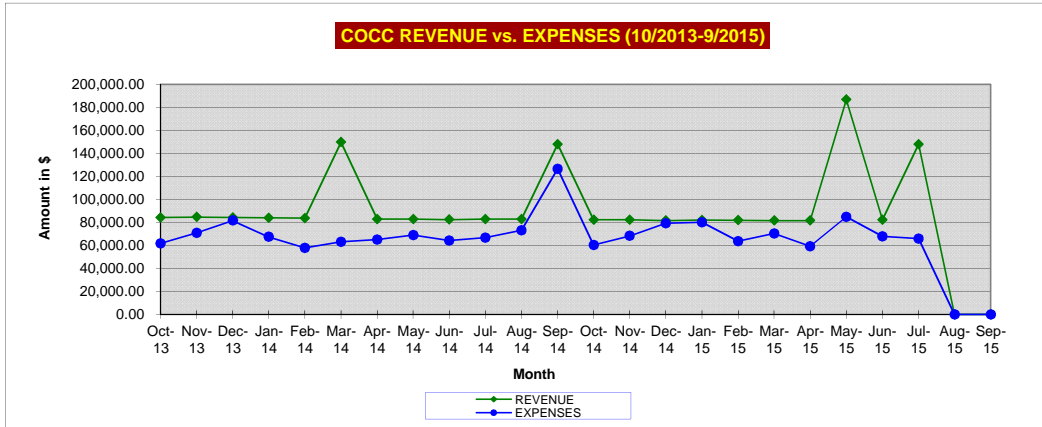
REV. RATE:

83.3%

# UNIT/MONTH:

5,022

31-Jul-15

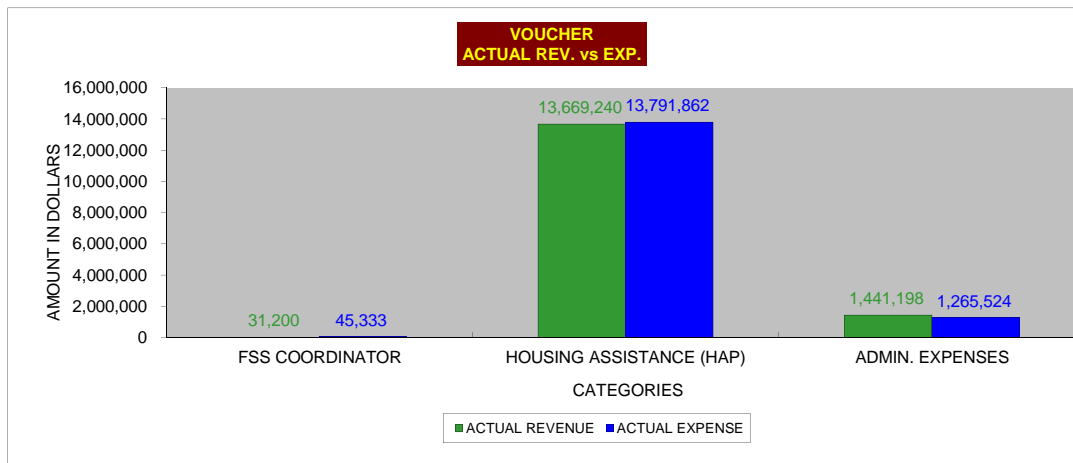
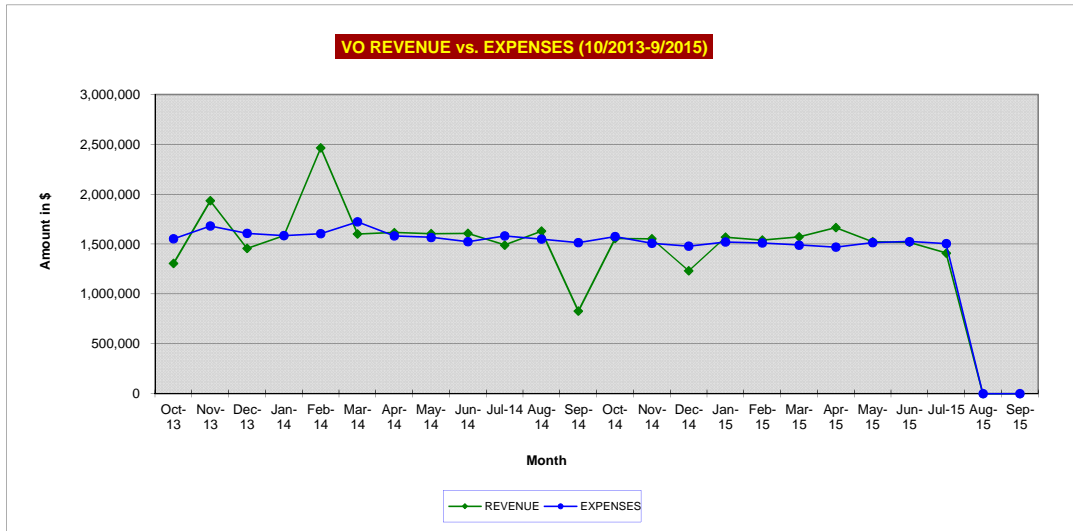


| REVENUE               | YTD BUDGET     | YTD ACTUAL     | PUM BUDGET | PUM ACTUAL |
|-----------------------|----------------|----------------|------------|------------|
| RENTS                 | 0              | 0              | 0.00       | 0.00       |
| NON-DWELL. RENTS      | 0              | 0              | 0.00       | 0.00       |
| INTEREST              | 0              | 0              | 0.00       | 0.00       |
| OTHER INCOME          | 0              | 170,319        | 0.00       | 40.72      |
| MANAGEMENT FEES       | 837,041        | 820,083        | 200.12     | 196.07     |
| ASSET MANAGEMENT FEES | 41,477         | 0              | 9.92       | 0.00       |
| CFP ADMIN FEES        | 54,970         | 0              | 13.14      | 0.00       |
|                       | <b>933,488</b> | <b>990,402</b> | 223.18     | 236.79     |
| EXPENSES              | YTD BUDGET     | YTD ACTUAL     | PUM BUDGET | PUM ACTUAL |
| ADMIN.                | 624,487        | 635,264        | 149.30     | 151.88     |
| TENANT SERVICES       | 0              | 0              | 0.00       | 0.00       |
| UTILITIES             | 24,237         | 22,459         | 5.79       | 5.37       |
| MAINT.                | 43,893         | 30,003         | 10.49      | 7.17       |
| GENERAL               | 12,910         | 11,869         | 3.09       | 2.84       |
| DEPRECIATION          | 0              | 0              | 0.00       | 0.00       |
| NON-ROUTINE           | 0              | 0              | 0.00       | 0.00       |
|                       | <b>705,526</b> | <b>699,595</b> | 168.67     | 167.26     |
| NET SURPLUS           | 227,962        | 290,808        |            |            |
| NET FROM OPERATIONS   | <b>227,962</b> | <b>290,808</b> |            |            |
| NET SURPLUS           | 227,962        | 290,808        |            |            |
| ADD BACK DEPRECIATION | 0              | 0              |            |            |
| <b>CASH FLOW</b>      | <b>227,962</b> | <b>290,808</b> |            |            |

01-Oct-14

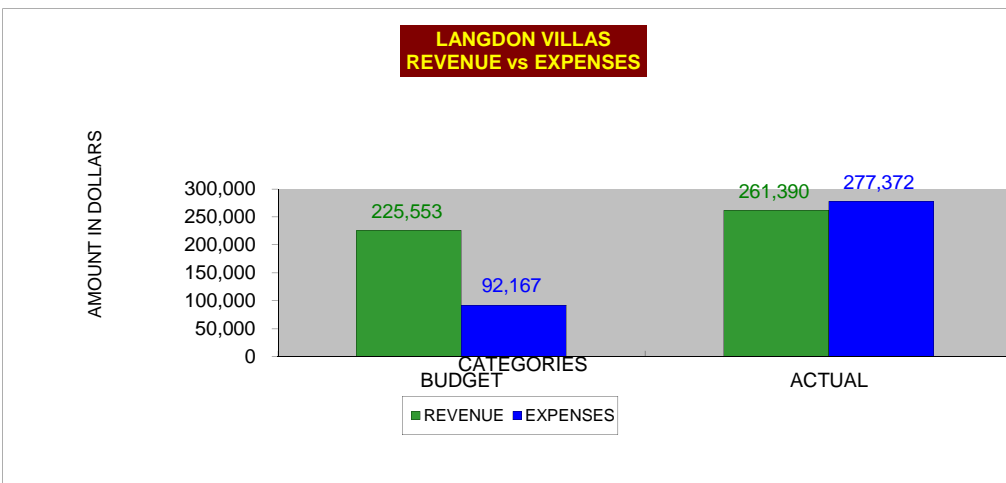
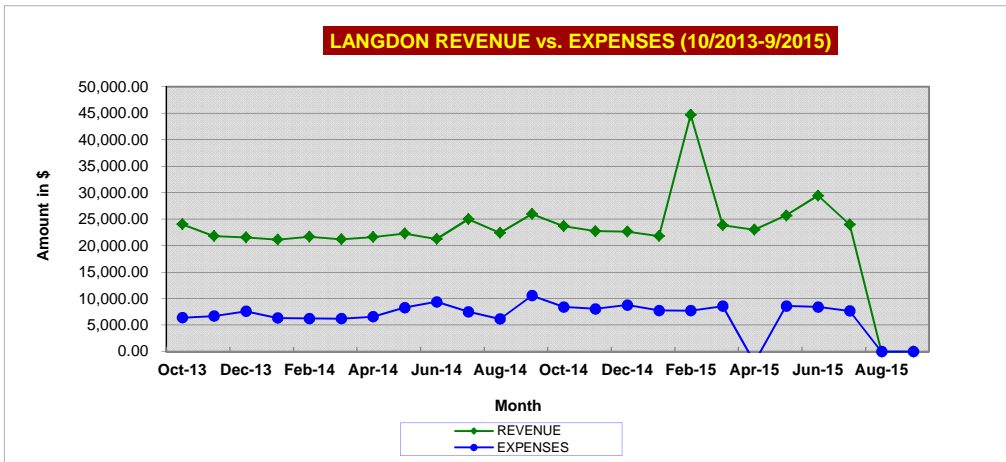
TO: 31-Jul-15

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          | 45,308       | 31,200        | 1.65       | 1.14       |
| HOUSING ASSISTANCE (HAP) | 14,384,080   | 13,669,240    | 523.34     | 497.34     |
| ADMIN. FEES              | 1,423,263    | 1,441,198     | 51.78      | 52.44      |
|                          | 15,852,651   | 15,141,638    | 576.77     | 550.92     |
| EXPENSES                 | YTD BUDGET   | YTD ACTUAL    | PUM BUDGET | PUM ACTUAL |
| FSS COORDINATOR          | 45,308       | 45,333        | 1.65       | 1.65       |
| HOUSING ASSISTANCE (HAP) | 14,465,403   | 13,791,862    | 526.30     | 501.80     |
| ADMIN. EXPENSES          | 1,339,973    | 1,265,524     | 48.75      | 46.04      |
|                          | 15,850,684   | 15,102,719    | 576.70     | 549.49     |
| <b>NET SURPLUS</b>       | <b>1,967</b> | <b>38,918</b> |            |            |
| HAP SURPLUS YTD Change   | (81,323)     | (122,622)     |            |            |
| ADMIN SURPLUS YTD Change | 83,290       | 161,540       |            |            |
| HAP SURPLUS BALANCE      | 125,459      | (10,460)      |            |            |
| ADMIN SURPLUS BALANCE    | 410,692      | 649,473       |            |            |

01-Oct-14 TO: 31-Jul-15



| REVENUE          | YTD BUDGET     | YTD ACTUAL     | PUM BUDGET | PUM ACTUAL |
|------------------|----------------|----------------|------------|------------|
| RENTS            | 38,479         | 38,500         | 3,850.01   | 3,852.11   |
| NON-DWELL. RENTS | 0              | 0              | 0.00       | 0.00       |
| INTEREST         | 500            | 2,177          | 50.03      | 217.78     |
| MANAGEMENT FEES  | 176,579        | 178,610        | 17,667.58  | 17,870.79  |
| OTHER INCOME     | 9,995          | 42,104         | 1,000.05   | 4,212.69   |
| GRANT/PASS THRU  | 0              | 0              | 0.00       | 0.00       |
|                  | <b>225,553</b> | <b>261,390</b> | 22,567.67  | 26,153.37  |

| EXPENSES       | YTD BUDGET    | YTD ACTUAL     | PUM BUDGET | PUM ACTUAL |
|----------------|---------------|----------------|------------|------------|
| ADMIN.         | 38,832        | 20,655         | 3,885.33   | 2,066.59   |
| UTILITIES      | 1,499         | 1,092          | 149.98     | 109.23     |
| MAINT. & OPER. | 0             | 1,196          | 0.00       | 119.69     |
| GENERAL        | 51,836        | 48,862         | 5,186.44   | 4,888.83   |
| BOND INTEREST  | 0             | 0              | 0.00       | 0.00       |
| NON-ROUTINE    | 0             | 205,568        | 0.00       | 20,568.09  |
|                | <b>92,167</b> | <b>277,372</b> | 9,221.75   | 27,752.43  |

|                    |                |                 |  |  |
|--------------------|----------------|-----------------|--|--|
| <b>NET SURPLUS</b> | <b>133,386</b> | <b>(15,982)</b> |  |  |
|--------------------|----------------|-----------------|--|--|

**HOUSING AUTHORITY OF THE COUNTY OF MERCED**

Langdon

**ASSETS, LIABILITIES & FUND EQUITY**

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

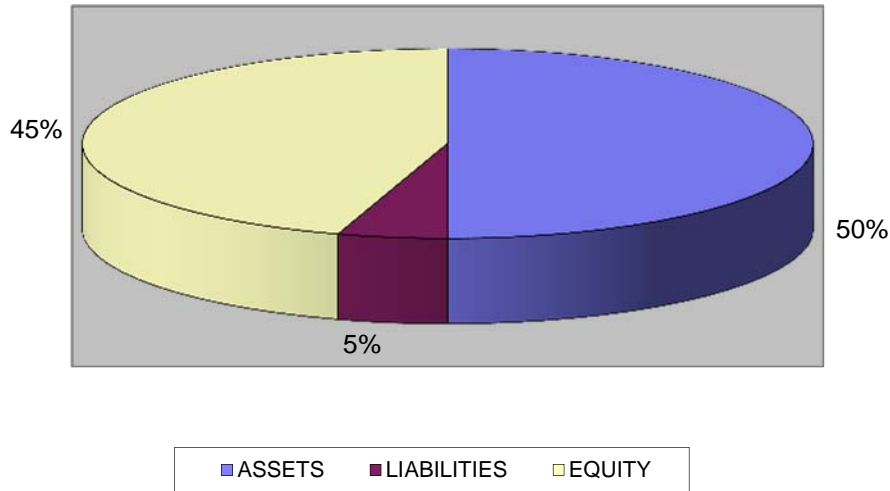
**EXPEND. RATE:**

**# UNIT/MONTH:**

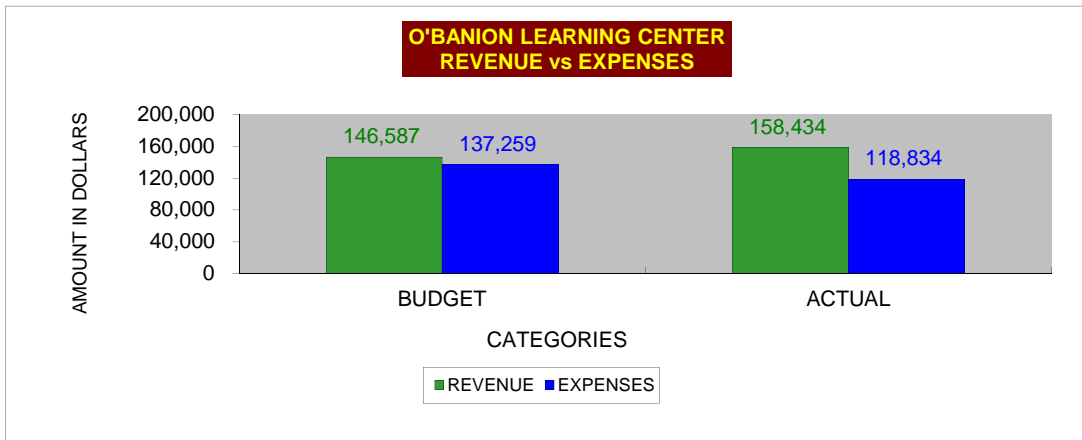
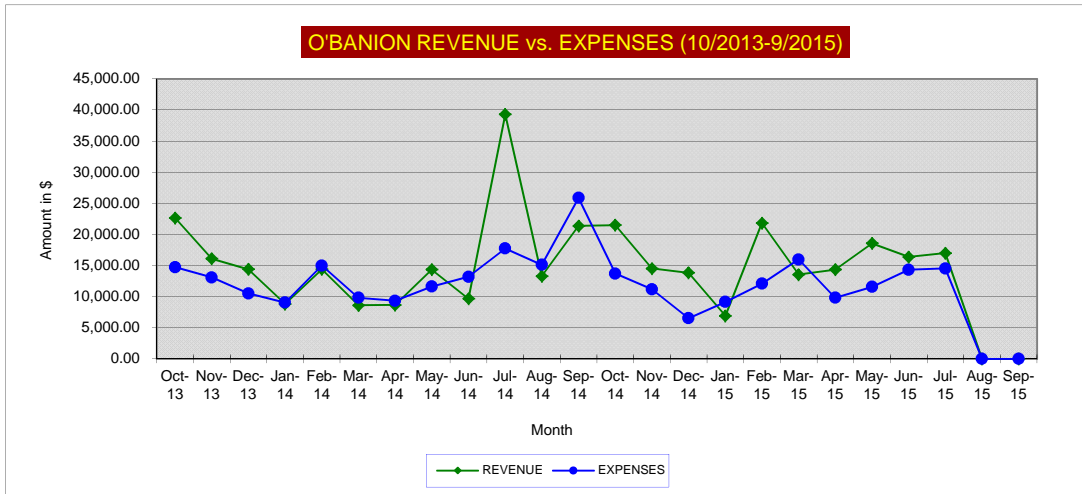
**REPORT PERIOD FROM: 01-Oct-14**

**TO: 31-Jul-15**

**LANGDON VILLA  
BALANCE SHEET**



| CATEGORIES                    | ASSETS              | LIABILITIES        | EQUITY              |                       |
|-------------------------------|---------------------|--------------------|---------------------|-----------------------|
| CASH                          | 3,906,318           |                    |                     |                       |
| ACCTS. RECEIVABLE             | 921                 |                    |                     |                       |
| FIXED ASSETS                  | 131,316             |                    |                     |                       |
| NOTES RECEIVABLE              | 988,492             |                    |                     |                       |
| 2nd Trust Deeds               | 4,343,437           |                    |                     |                       |
| OTHER L/T ASSETS              | 2,530,978           |                    |                     |                       |
| ACCOUNTS PAYABLE              |                     | 20,894             |                     |                       |
| Other Current Liabilities     |                     | 48,787             |                     |                       |
| NOTES PAYABLE                 |                     | 808,492            |                     |                       |
| Other Non Current Liabilities |                     | 273,349            |                     |                       |
| PRIOR YEARS                   |                     |                    | 10,765,922          |                       |
| CURRENT YEAR                  |                     |                    | (15,982)            |                       |
|                               | <b>\$11,901,462</b> | <b>\$1,151,522</b> | <b>\$10,749,940</b> | <b>\$11,901,462</b>   |
|                               |                     |                    |                     | <b>LIAB. + EQUITY</b> |

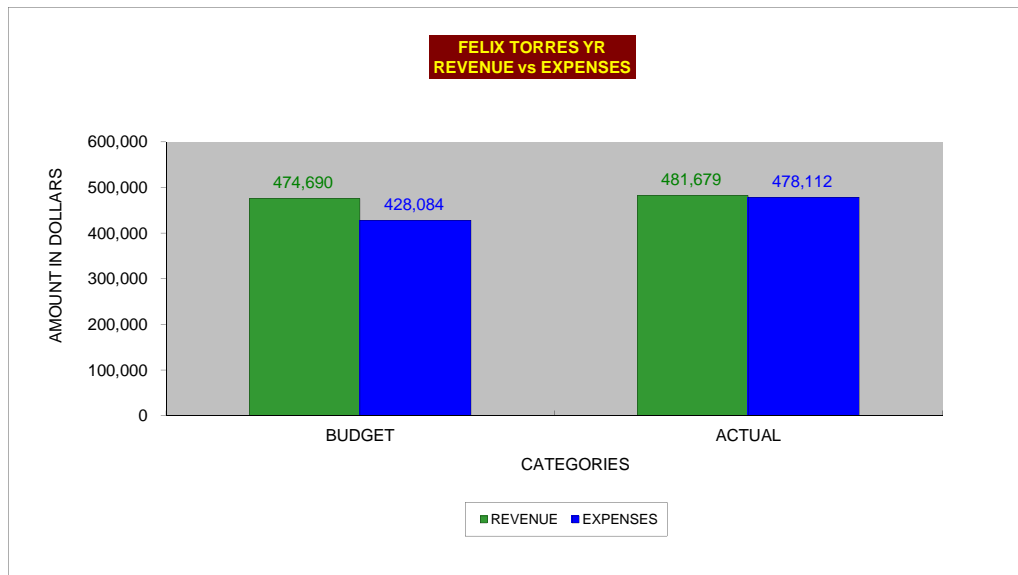
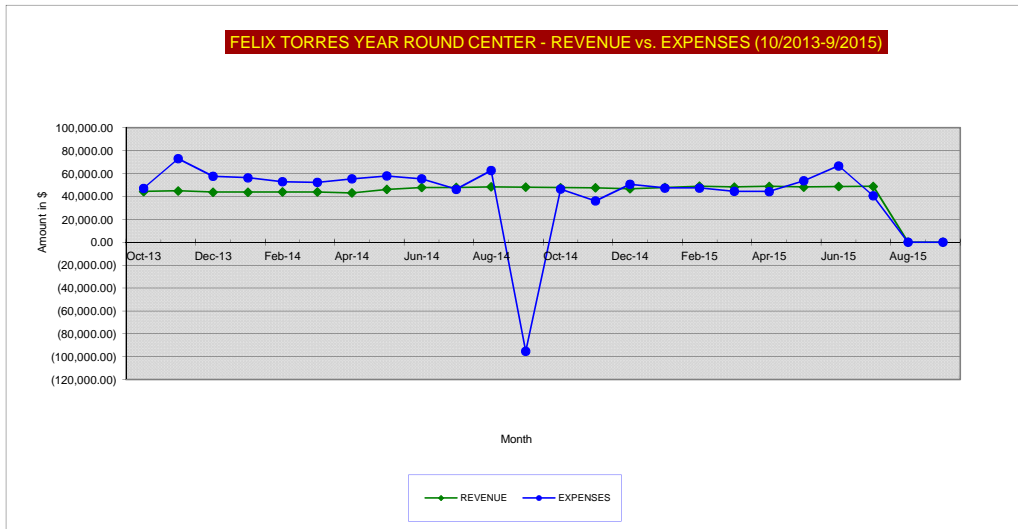


| REVENUE               | YTD BUDGET     | YTD ACTUAL     | PUM BUDGET | PUM ACTUAL |
|-----------------------|----------------|----------------|------------|------------|
| SUBSIDY-PHA           | 0              | 0              | 0.00       | 0.00       |
| NON-DWELL. RENTS      | 146,587        | 158,434        | 2,444.46   | 2,642.02   |
| INTERPROGRAM RENT     | 0              | 0              | 0.00       | 0.00       |
|                       | <b>146,587</b> | <b>158,434</b> | 2,444.46   | 2,642.02   |
|                       | <b>YTD</b>     | <b>YTD</b>     | <b>PUM</b> | <b>PUM</b> |
| MAINT. & OPER.        | 16,991         | 17,202         | 283.34     | 286.87     |
| GENERAL               | 2,498          | 1,358          | 41.66      | 22.65      |
| NONROUTINE            | 0              | 0              | 0.00       | 0.00       |
| MORTGAGE INTEREST     | 0              | 0              | 0.00       | 0.00       |
| DEPRECIATION          | 44,809         | 44,830         | 747.23     | 747.58     |
|                       | <b>137,259</b> | <b>118,834</b> | 2,288.92   | 1,981.66   |
| NET SURPLUS           | 9,328          | 39,601         |            |            |
| ADD BACK DEPRECIATION | 44,809         | 44,830         |            |            |
| CASH FLOW             | 54,137         | 84,431         |            |            |



01-Oct-14

TO: 31-Jul-15



| REVENUE                   | YTD BUDGET     | YTD ACTUAL     | PUM BUDGET | PUM ACTUAL |
|---------------------------|----------------|----------------|------------|------------|
| RENTS                     | 471,850        | 480,424        | 1,026.32   | 1,044.97   |
|                           | <b>474,690</b> | <b>481,679</b> | 1,032.50   | 1,047.70   |
| EXPENSES                  | YTD BUDGET     | YTD ACTUAL     | PUM BUDGET | PUM ACTUAL |
| ADMIN.                    | 39,476         | 40,519         | 85.86      | 88.13      |
| UTILITIES                 | 80,955         | 62,482         | 176.09     | 135.91     |
| MAINT.                    | 106,066        | 99,686         | 230.70     | 216.83     |
| GENERAL                   | 38,784         | 112,534        | 84.36      | 244.77     |
| DEPRECIATION              | 162,803        | 162,890        | 354.11     | 354.30     |
|                           | <b>428,084</b> | <b>478,112</b> | 931.12     | 1,039.94   |
| NET SURPLUS               | 46,606         | 3,568          |            |            |
| NET FROM OPERATIONS       | <b>46,606</b>  | <b>3,568</b>   |            |            |
| NET SURPLUS               | 46,606         | 3,568          |            |            |
| ADD BACK DEPRECIATION     | 162,803        | 162,890        |            |            |
| LESS CAPITAL EXPENDITURES | 0              | 0              |            |            |
| <b>CASH FLOW</b>          | <b>209,409</b> | <b>166,458</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:

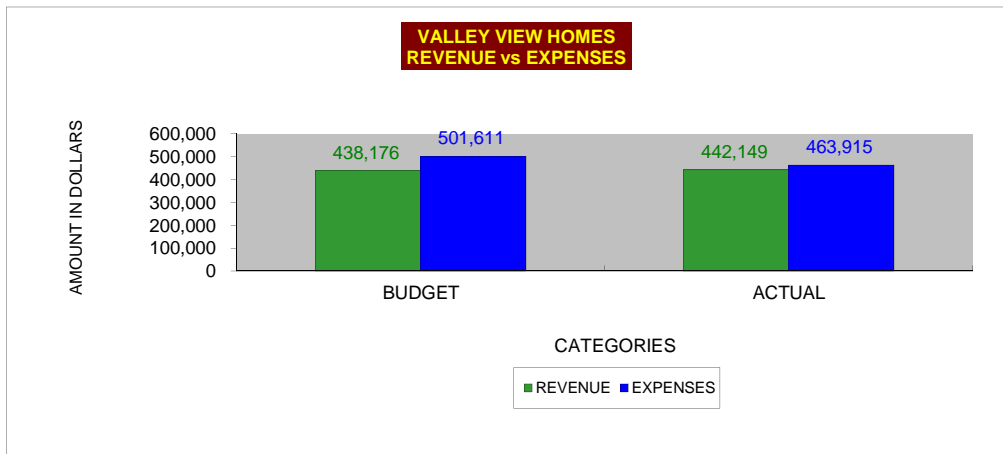
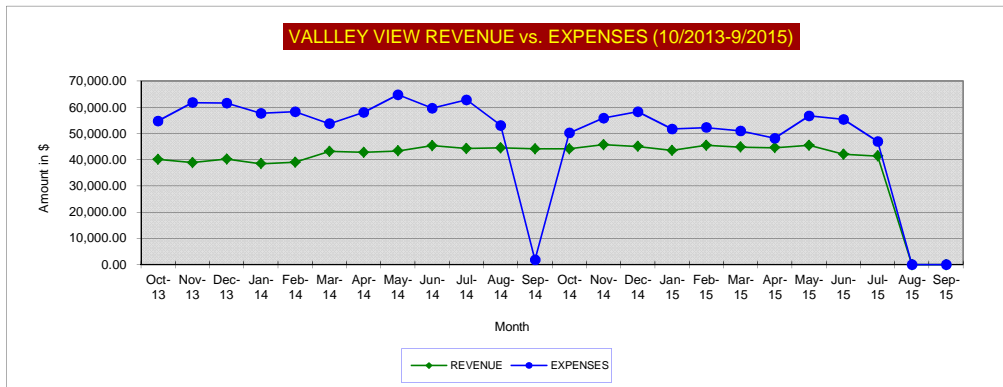
01-Oct-14

TO:

31-Jul-15

REV. RATE: 83.3%

# UNIT/MONTH: 876



| REVENUE                  | YTD BUDGET       | YTD ACTUAL      | PUM BUDGET | PUM ACTUAL |
|--------------------------|------------------|-----------------|------------|------------|
| RENTS                    | 429,764          | 431,204         | 589.04     | 591.01     |
| NON-DWELL. RENTS         | 0                | 0               | 0.00       | 0.00       |
| INTEREST                 | 83               | 788             | 0.11       | 1.08       |
| OTHER INCOME             | 8,329            | 10,156          | 11.42      | 13.92      |
|                          | <b>438,176</b>   | <b>442,149</b>  | 600.57     | 606.01     |
| EXPENSES                 | YTD BUDGET       | YTD ACTUAL      | PUM BUDGET | PUM ACTUAL |
| ADMIN.                   | 90,279           | 74,933          | 123.74     | 102.70     |
| UTILITIES                | 78,700           | 72,243          | 107.87     | 99.02      |
| MAINT. & OPER.           | 98,786           | 84,281          | 135.40     | 115.52     |
| GENERAL                  | 36,501           | 34,997          | 50.03      | 47.97      |
| NONROUTINE               | 0                | 0               | 0.00       | 0.00       |
| DEPRECIATION             | 33,747           | 33,770          | 46.25      | 46.29      |
| BOND INTEREST            | 148,398          | 148,480         | 203.40     | 203.51     |
| BOND REPLACEMENT RESV    | 15,200           | 15,210          | 20.83      | 20.85      |
|                          | <b>501,611</b>   | <b>463,915</b>  | 687.52     | 635.86     |
| <b>NET SURPLUS</b>       | <b>(63,435)</b>  | <b>(21,766)</b> |            |            |
| BOND PRINCIPAL           | 62,466           | 62,500          |            |            |
| <b>ADJUSTED SURPLUS</b>  | <b>(125,900)</b> | <b>(84,266)</b> |            |            |
| ADD BACK DEPRECIATION    | 33,747           | 33,770          |            |            |
| ADD BACK BOND COST AMORT | 13,930           | 13,940          |            |            |
| <b>CASH FLOW</b>         | <b>(78,223)</b>  | <b>(36,556)</b> |            |            |

HOUSING AUTHORITY OF THE COUNTY OF MERCED

Migrant (.migrant)

REVENUE & EXPENDITURE STATUS REPORT

FISCAL YEAR PERIOD FROM: 07/01/2015 TO: 06/30/2016

EXPEND. RATE:

8.5%

# UNIT/MONTH:

1,548

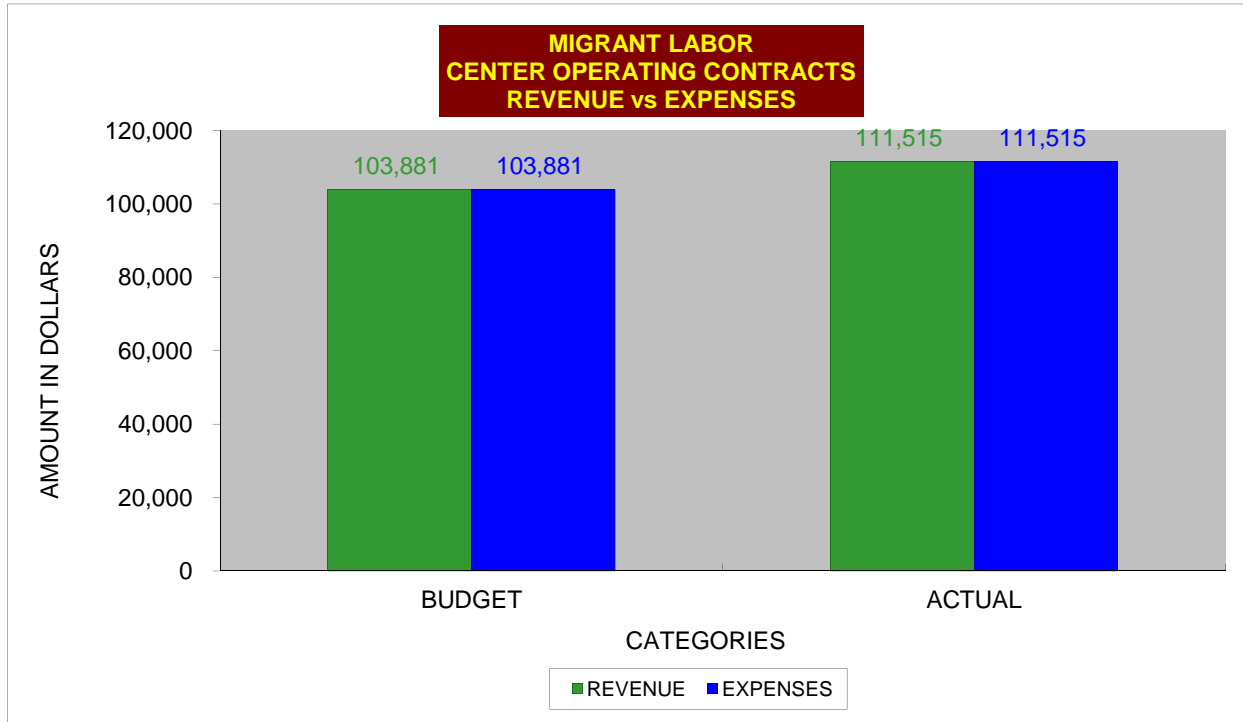
REPORT PERIOD

FROM:

01-Jul-15

TO:

31-Jul-15



| REVENUE            | YTD BUDGET | YTD ACTUAL | PUM BUDGET | PUM ACTUAL |
|--------------------|------------|------------|------------|------------|
| OMS OPERATING      | 103,881    | 111,515    | 790.13     | 848.19     |
|                    | 103,881    | 111,515    | 790.13     | 848.19     |
| EXPENSES           | YTD BUDGET | YTD ACTUAL | PUM BUDGET | PUM ACTUAL |
| PERSONNEL          | 51,101     | 47,782     | 388.68     | 363.43     |
| OPERATIONS         | 27,364     | 9,458      | 208.13     | 71.94      |
| MAINTENANCE        | 2,094      | 3,566      | 15.93      | 27.12      |
| ADMINISTRATION     | 9,860      | 9,266      | 75.00      | 70.48      |
| DEBT SERVICE       | 13,462     | 41,443     | 102.39     | 315.22     |
|                    | 103,881    | 111,515    | 790.13     | 848.19     |
| <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:** August 18, 2015

**SUBJECT:** Recommendation to adopt **Resolution No. 2015-17**, approving the Operating Budgets for Fiscal Year 2015-2016

HUD regulations require the Housing Authority to prepare a yearly operations budget. This budget reflects the projected revenues and expenses for all components of the agency.

### RECOMMENDATION

It is hereby recommended that the Board of Commissioners of the Housing Authority of the County of Merced adopt Resolution No. 2015-17, approving the annual operating budgets for the agency.

**RESOLUTION NO. 2015-17**

**HOUSING AUTHORITY OF THE COUNTY OF MERCED  
BOARD RESOLUTION  
APPROVING OPERATING BUDGET FOR 2015-2016**

See HUD preprinted form HUD-52574 (04/2013)

The foregoing resolution was introduced at the August 18, 2015 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

\_\_\_\_\_  
Date

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. 04/30/2016)

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: |
|---------------------------------|------------|-------|