

# AGENDA

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

Regular Meeting  
Tuesday, February 21, 2017  
12:00 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 Resendez, Vice-Chair  
Jose Delgadillo  
Evelyn Dorsey  
Jack Jackson  
Rick Osorio  
Margaret Pia

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

- A. Pursuant To Government Code §54957.6  
Union Negotiations  
Agency Negotiators:  
Dave Ritchie, Chief Negotiator  
Rosa Vazquez, Executive Director  
Brian Watkins, Finance Officer



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

A. January 17, 2017 Quarterly 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:**

- A. Rent Delinquency Report for January 2017
- B. Track Summary Report for January 2017
- C. Financial Reports for January 2017

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

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

A. Information/Discussion Item(s):

1.) Director's Updates:

- i. CalPERS Discount Rate
- ii. Housing Choice Voucher SEMAP Score
- iii. Award of Shelter Plus Care Funds
- iv. Limited English Proficiency Plan Update

B. Resolution Item(s):

None

C. Action Item(s):

- 1.) **Action Item 2017-A-01:** Recommendation to approve a decrease in the mileage reimbursement rate.

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

**VIII. COMMISSIONER'S COMMENTS**

**IX. ADJOURNMENT**



# MINUTES

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

Regular Meeting  
Tuesday, January 17, 2017

- I. The meeting was called to order by Chairperson Torres at 12:01 p.m. and the Secretary was instructed to call the roll.

**Commissioners Present:**

Rachel Torres, Chairperson  
Jose Resendez, Vice Chairperson  
Jose Delgadillo  
Evelyne Dorsey  
Jack Jackson  
Margaret Pia

**Commissioners Absent:**

Rick Osorio

Chairperson Torres declared there was a quorum present.

**Staff Present:**

Rosa Vazquez, Executive Director/Board Secretary  
Brian Watkins, Finance Officer  
Blanca Arrate, Director of Housing Programs  
Gina Thexton, Director of Housing Programs  
Maria F. Alvarado, Executive Assistant

**Others Present:**

Dave Ritchie, Cota Cole LLP

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

None

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

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

The Board of Commissioners went into closed session at 12:08 p.m. The following people were present:

Board Members

Rachel Torres, Chair  
Jose Resendez, Vice-Chair  
Evelyne Dorsey  
Jack Jackson

Others Present

Rosa Vazquez, Executive Director/Board Secretary  
Brian Watkins, Finance Officer  
David Ritchie, Agency Negotiator



Jose Resendez  
Margaret Pia  
Rick Osorio

- A. Pursuant to Government Code §54967.6  
Union Negotiations

The Board returned to Regular Session at 1:28 p.m. and direction was given to staff.

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

- A. November 15, 2016, Regular Meeting  
B. November 21, 2016, Special Meeting

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

**V. UNSCHEDULED ORAL COMMUNICATION:**

None

**VI. CONSENT CALENDAR:**

- A. Rent Delinquency Report for November & December 2016  
B. Track Summary Report for November & December 2016  
C. Financial Reports for November & December 2016

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

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

- A. Information/discussion Item(s):

1.) Department Reviews:

- a. Executive Director Vazquez provided information regarding the upcoming 2017 NAHRO Conferences.
- b. Quarterly department reports were previously provided in the Board packets for review. Executive Director Vazquez reviewed the reports and The Board did not have any questions.

2.) Directors Updates:

- a. Executive Director Vazquez provided the status of the Project Based Voucher waiting lists. She explained that the length of waiting time some families are experiencing can be upwards of two or more years. Executive Director Vazquez reported which of the waiting lists have been closed effective December 30, 2016 due to this issue.
- b. Executive Director Vazquez reported that the agency received CDBG funds in the amount of \$30,000.00 for the Security



Deposit Assistance Program. This program aims to assist clients with security deposits and up to two months of rent. She also explained that in the event the client moves out of the unit, the client may take the security deposit funds with them. The agency has not received any applicants for this program; however, the agency is actively promoting this assistance to all new clients.

- c. Executive Director Vazquez informed the Board the agency pulled 200 applicants from the Housing Choice Voucher waiting list on December 30, 2016. On January 12 and 13, 136 families were scheduled for interviews; 104 were interviewed, 11 were over income, 16 pending verifications and 76 are scheduled for briefing where they will receive vouchers.
- d. The agency will be having REAC inspections in AMP 4 on February 27<sup>th</sup> and at AMP 2 March 8<sup>th</sup> and 9<sup>th</sup>.

B. Resolutions Item(s):

- 1.) **Resolution No. 2017-01:** Approving the Award of contract for comprehensive tree maintenance at the Housing Authority properties throughout Merced County and authorizing the Executive Director to enter into contact.

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

- 2.) **Resolution No. 2017-02:** Approving the write-off for bad debts from tenant's accounts receivable.

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

C. Action Item(s):

- 1.) **Action Item No. 2016-A-01:** Recommendation to approve a decrease in the mileage reimbursement rate.

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

## VIII. COMMISSIONER'S COMMENTS

- A. The Board commended Executive Director Vazquez on a job well done, and commented on Gina's decision to stay with the agency.

## IX. ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 2:03 p.m.

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Chairperson Signature / Date

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Secretary Signature/ Date



## Merced Summarized AR-II

Property=.fs-amps,.fs-vv,.fs-ftyr,langdon AND Trans through=01/31/2017

Amp Code	Property Code	Total AR	Thirty Day	Sixty Day	Ninety Day	OverNinety Day	Prepayments	Ending Balance	Total Charges Past Year	Percentage
<b>AMP 1-Merced and Atwater</b>										
PH-AMP1	ca023001	11,971.32	1,867.20	53.89	-14.9	10,065.13	-1,845.67	10,125.65	383,328.38	3.12
PH-AMP1	ca023010	3,048.18	594.09	-10	-280.19	2,744.28	-2,638.65	409.53	186,961.42	1.63
PH-AMP1	ca023013	1,435.38	-347	0	-100.4	1,882.78	-1,729.95	-294.57	75,243.07	1.91
PH-AMP1	ca023021	0	0	0	0	0	-12.12	-12.12	4,288.00	0
PH-AMP1	ca023023	234.11	234.11	0	0	0	0	234.11	10,310.11	2.27
<b>Total AMP 1-Merced and Atwater</b>		<b>16,688.99</b>	<b>2,348.40</b>	<b>43.89</b>	<b>-395.49</b>	<b>14,692.19</b>	<b>-6,226.39</b>	<b>10,462.60</b>	<b>660,130.98</b>	
<b>AMP 2-Atwater, Winton, and Livingston</b>										
PH-AMP2	012a	7,195.06	107.7	0	417.4	6,669.96	-468.6	6,726.46	129,176.73	5.57
PH-AMP2	012b	1.84	1.84	0	0	0	-587.35	-585.51	34,097.18	0.01
PH-AMP2	atw	286.35	36.35	0	0	250	-257	29.35	90,730.54	0.32
PH-AMP2	ca023003	1,747.03	712.77	0	800.2	234.06	-71.61	1,675.42	67,295.94	2.6
PH-AMP2	ca023006	4,105.95	2,167.55	65	717.32	1,156.08	-2,472.62	1,633.33	305,438.80	1.34
<b>Total AMP 2-Atwater, Winton, and Livingston</b>		<b>13,336.23</b>	<b>3,026.21</b>	<b>65</b>	<b>1,934.92</b>	<b>8,310.10</b>	<b>-3,857.18</b>	<b>9,479.05</b>	<b>626,739.19</b>	
<b>AMP 3-Los Banos and Dos Palos</b>										
PH-AMP3	012c	622	30	0	0	592	-94.4	527.6	34,334.60	1.81
PH-AMP3	012d	1,099.27	10	0	0	1,089.27	-441.49	657.78	41,263.32	2.66
PH-AMP3	ca023002	1,323.95	441	7	-286	1,161.95	-620.07	703.88	76,706.48	1.73
PH-AMP3	ca023004	2,598.75	749.36	25	30	1,794.39	-969.6	1,629.15	191,539.68	1.36
PH-AMP3	ca023005	1,448.71	599.1	0	-193.33	1,042.94	-1,121.10	327.61	93,693.25	1.55
PH-AMP3	ca023011	2,104.39	350.39	0	489	1,265.00	-333.74	1,770.65	54,020.18	3.9
PH-AMP3	dp	5,637.76	22	0	0	5,615.76	-1,638.10	3,999.66	157,322.06	3.58
PH-AMP3	mid	59,605.72	2,418.85	1,655.37	987	54,544.50	-11,983.69	47,622.03	282,122.08	21.13
<b>Total AMP 3-Los Banos and Dos Palos</b>		<b>74,440.55</b>	<b>4,620.70</b>	<b>1,687.37</b>	<b>1,026.67</b>	<b>67,105.81</b>	<b>-17,202.19</b>	<b>57,238.36</b>	<b>931,001.65</b>	
<b>AMP 4-Merced</b>										
PH-AMP4	ca023024	601.21	633	0	10	-41.79	-75	526.21	14,510.00	4.14
<b>Total AMP 4-Merced</b>		<b>601.21</b>	<b>633</b>	<b>0</b>	<b>10</b>	<b>-41.79</b>	<b>-75</b>	<b>526.21</b>	<b>14,510.00</b>	
<b>FTYR-Planada</b>										
Farm Labor Housing	ft-yr	22,930.12	612.12	-389	1,806.00	20,901.00	-8,349.97	14,580.15	574,655.80	3.99
<b>Total FTYR-Planada</b>		<b>22,930.12</b>	<b>612.12</b>	<b>-389</b>	<b>1,806.00</b>	<b>20,901.00</b>	<b>-8,349.97</b>	<b>14,580.15</b>	<b>574,655.80</b>	
<b>Langdon-Merced</b>										
Langdon	langdon	936.38	805	0	0	131.38	-735	201.38	10,300.00	9.09
<b>Total Langdon-Merced</b>		<b>936.38</b>	<b>805</b>	<b>0</b>	<b>0</b>	<b>131.38</b>	<b>-735</b>	<b>201.38</b>	<b>10,300.00</b>	
		<b>128,933.48</b>	<b>12,045.43</b>	<b>1,407.26</b>	<b>4,382.10</b>	<b>111,098.69</b>	<b>-36,445.73</b>	<b>92,487.75</b>	<b>2,817,337.62</b>	

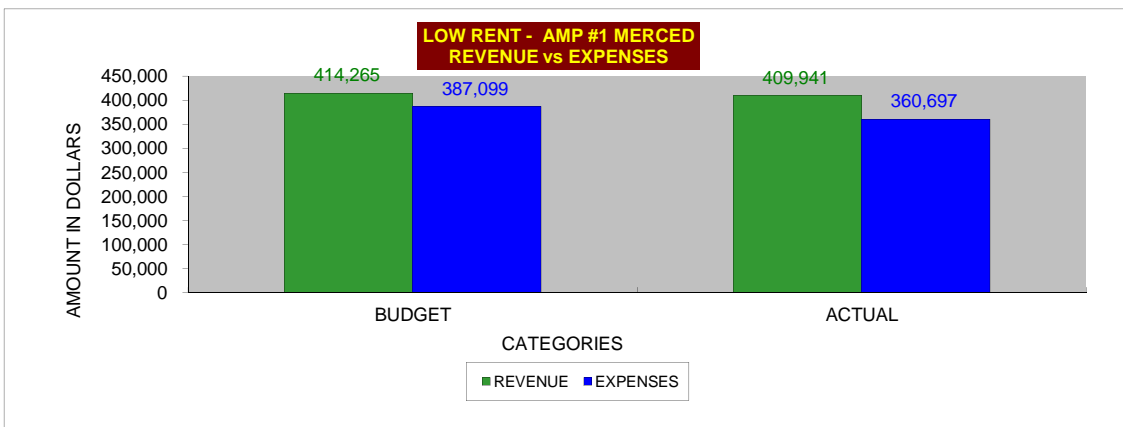
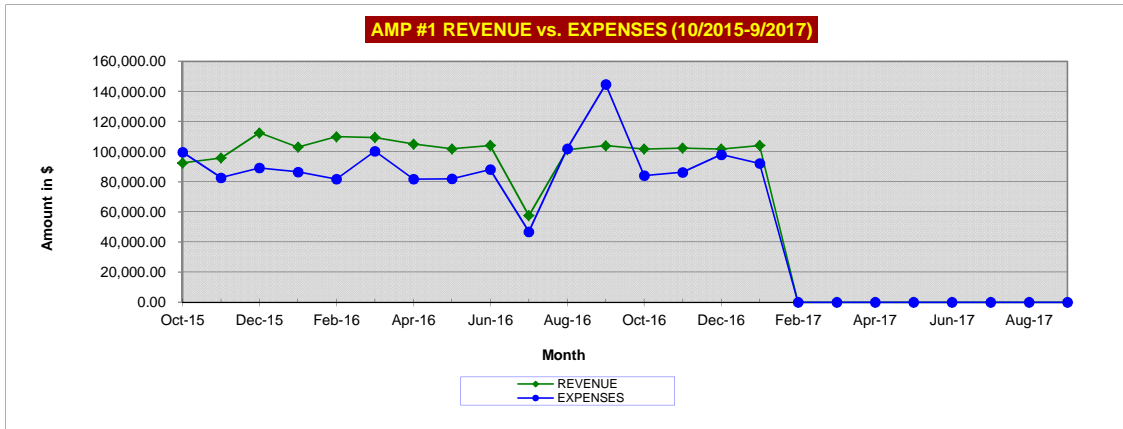
## PHAS Tracking Summary Fiscal Year Ending 09/30/17

Indicators	Estimated Status at End of Month												
Sub-Indicator #1	Performance Scoring	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Lease Up Days		31	95	137	137								
Average Lease Up Days		10	19	23	20								
Make Ready Time		83	91	125	133								
Average Make Ready Days		28	18	21	19								
Down Days		0	31	31	31								
Average Down Days		0	6	5	4								
<b>Total # Vacant Units Turned</b>		3	5	6	7								
Total # Turn Around Days		114	217	293	301								
Average Turn Around Days (To Date)	A = 0-20 B = 21-25 C = 26-30 D = 31-40 E = 41-50 F = more than 50	38	43	49	43								

% 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%								
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	15	14	12	11								

01-Oct-16

TO: 31-Jan-17

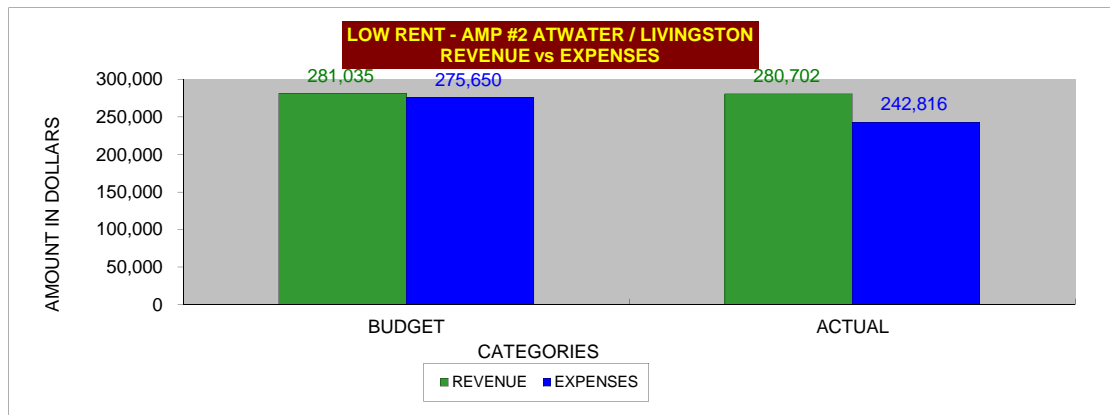
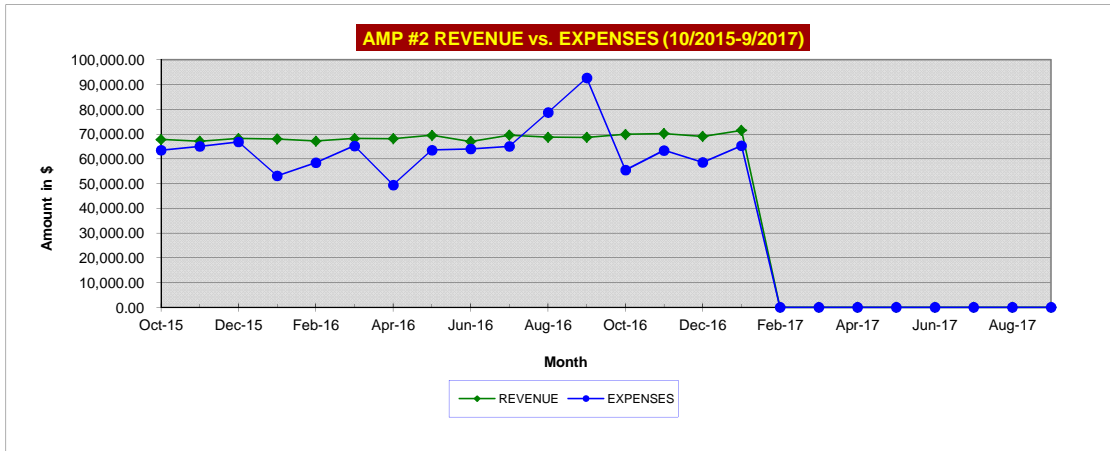


REVENUE	YTD BUDGET	YTD ACTUAL	PUM BUDGET	PUM ACTUAL
RENTS	208,570	218,502	295.45	309.52
NON-DWELL. RENTS	18,183	0	25.76	0.00
OTHER INCOME	5,348	5,211	7.58	7.38
PFS SUBSIDY	182,164	186,228	258.05	263.81
	<b>414,265</b>	<b>409,941</b>	586.84	580.71
EXPENSES	YTD BUDGET	YTD ACTUAL	PUM BUDGET	PUM ACTUAL
ADMIN.	126,177	109,235	178.74	154.74
TENANT SERVICES	18,183	0	25.76	0.00
UTILITIES	59,029	58,642	83.62	83.07
MAINT.	101,888	119,206	144.33	168.86
GENERAL	39,273	31,762	55.63	44.99
DEPRECIATION	42,549	41,852	60.27	59.29
EQUITY TRANSFERS	0	0	0.00	0.00
	<b>387,099</b>	<b>360,697</b>	548.35	510.95
NET SURPLUS	27,166	49,244		
NET FROM OPERATIONS	<b>27,166</b>	<b>49,244</b>		
ENDING EQUITY BALANCE	<b>2,381,671</b>	<b>2,359,593</b>		
NET SURPLUS	27,166	49,244		
ADD BACK DEPRECIATION	42,549	41,852		
<b>CASH FLOW</b>	<b>69,715</b>	<b>91,096</b>		



01-Oct-16

TO: 31-Jan-17



REVENUE	YTD BUDGET	YTD ACTUAL	PUM BUDGET	PUM ACTUAL
RENTS	179,490	178,416	382.48	380.19
INTEREST	0	0	0.00	0.00
OTHER INCOME	3,643	4,978	7.76	10.61
PFS SUBSIDY	97,901	97,308	208.62	207.35
	<b>281,035</b>	<b>280,702</b>	598.86	598.15

EXPENSES	YTD BUDGET	YTD ACTUAL	PUM BUDGET	PUM ACTUAL
ADMIN.	89,680	78,690	191.10	167.68
UTILITIES	50,071	54,036	106.70	115.15
MAINT.	81,158	61,905	172.94	131.91
GENERAL	30,885	24,721	65.81	52.68
DEPRECIATION	23,856	23,464	50.84	50.00
EQUITY TRANSFERS	0	0	0.00	0.00
	<b>275,650</b>	<b>242,816</b>	587.39	517.42

NET SURPLUS	5,385	37,886
NET FROM OPERATIONS	<b>5,385</b>	<b>37,886</b>

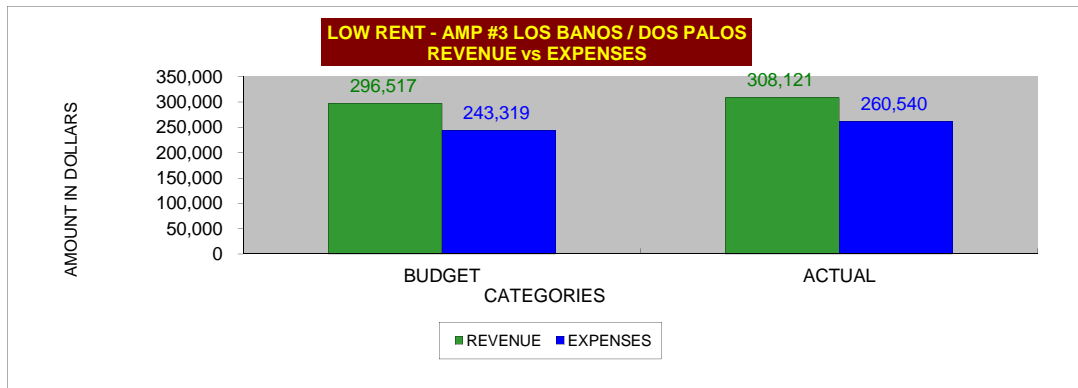
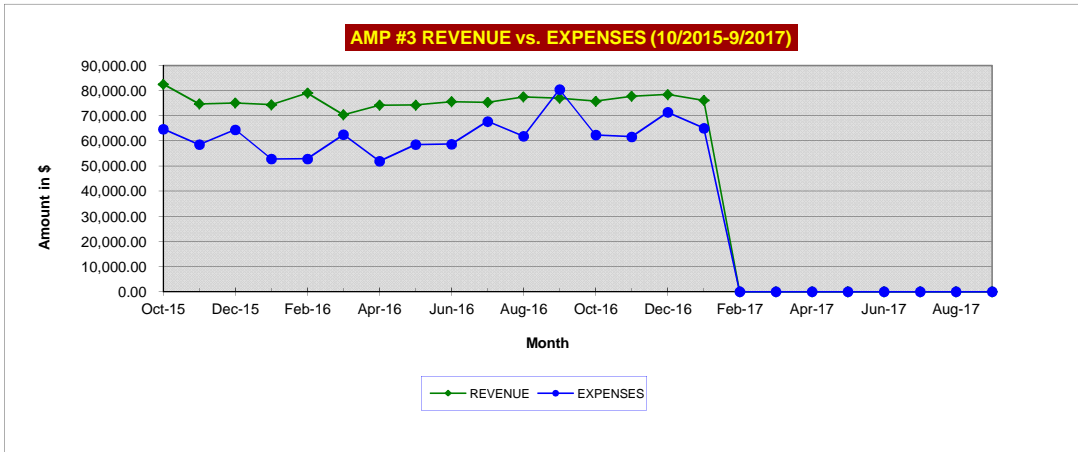
  

ENDING EQUITY BALANCE	<b>1,822,704</b>	<b>1,790,202</b>
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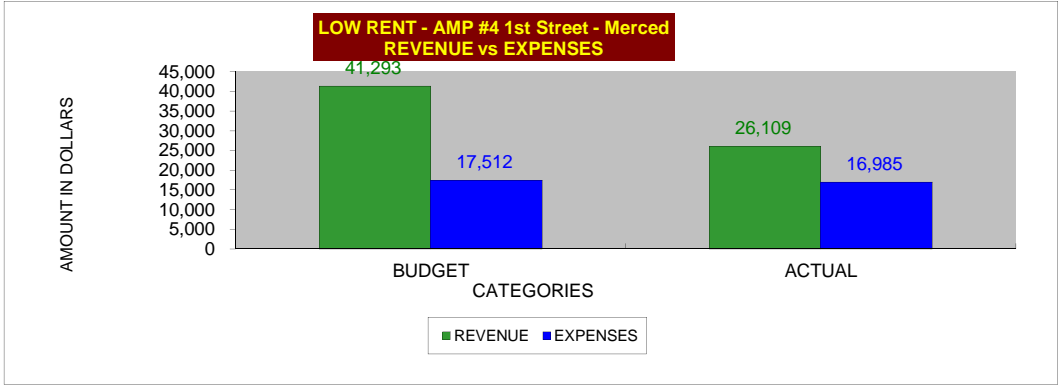
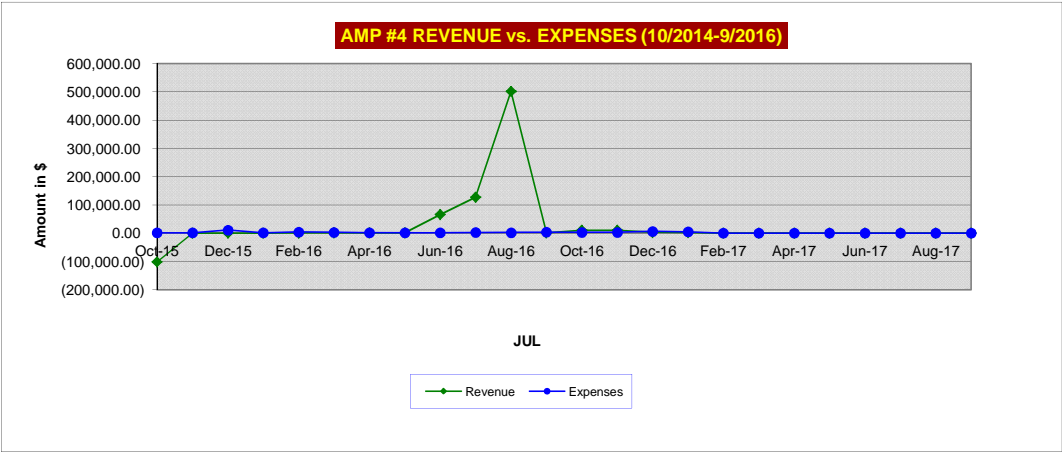
NET SURPLUS	5,385	37,886
ADD BACK DEPRECIATION	23,856	23,464
<b>CASH FLOW</b>	<b>29,241</b>	<b>61,350</b>

01-Oct-16 TO: 31-Jan-17



REVENUE	YTD BUDGET	YTD ACTUAL	PUM BUDGET	PUM ACTUAL
RENTS	153,085	161,261	312.84	329.55
INTEREST	0	0	0.00	0.00
OTHER INCOME	5,348	8,418	10.93	17.20
PFS SUBSIDY	138,084	138,442	282.19	282.92
	<b>296,517</b>	<b>308,121</b>	605.96	629.67
EXPENSES	YTD BUDGET	YTD ACTUAL	PUM BUDGET	PUM ACTUAL
ADMIN.	78,938	74,638	161.32	152.53
UTILITIES	46,994	47,453	96.04	96.97
MAINT.	71,822	92,826	146.77	189.70
GENERAL	26,037	26,415	53.21	53.98
DEPRECIATION	19,528	19,208	39.91	39.25
EQUITY TRANSFERS	0	0	0.00	0.00
	<b>243,319</b>	<b>260,540</b>	497.25	532.43
NET SURPLUS	53,198	47,581		
NET FROM OPERATIONS	<b>53,198</b>	<b>47,581</b>		
ENDING EQUITY BALANCE	<b>1,723,929</b>	<b>1,729,546</b>		
NET SURPLUS	53,198	47,581		
ADD BACK DEPRECIATION	19,528	19,208		
<b>CASH FLOW</b>	<b>72,726</b>	<b>66,789</b>		

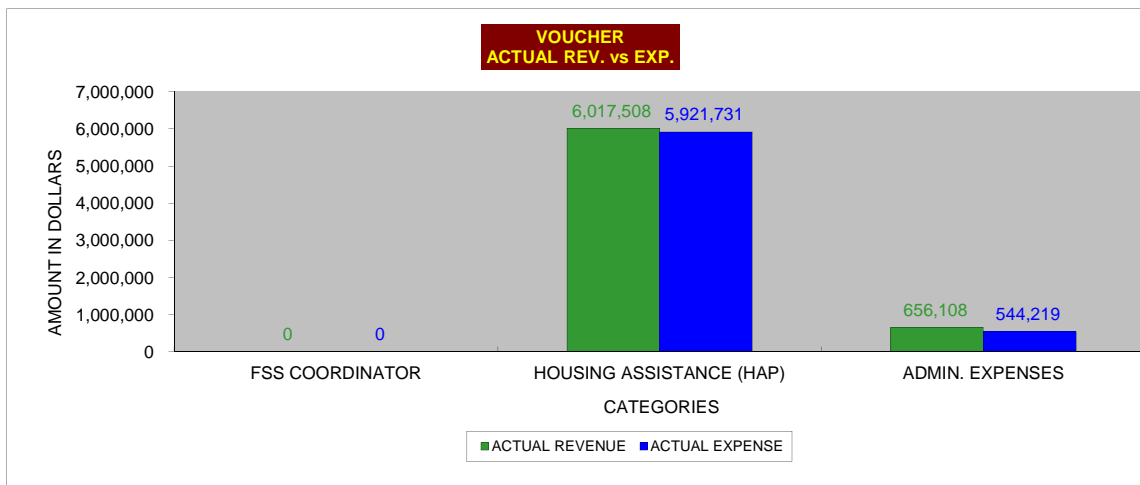
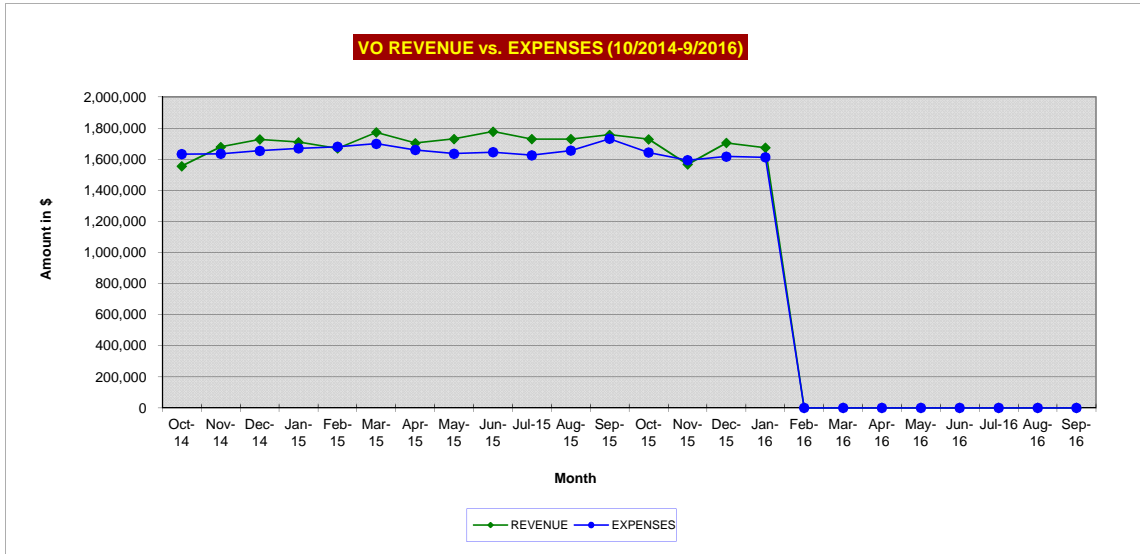
01-Oct-16 TO: 31-Jan-17



REVENUE	YTD BUDGET	YTD ACTUAL	PUM BUDGET	PUM ACTUAL
RENTS	5,014	4,688	357.14	333.94
OTHER INCOME	0	0	0.00	0.00
PFS SUBSIDY	36,279	21,421	2,584.29	1,525.89
CFP FUNDS	0	0	0.00	0.00
	<b>41,293</b>	<b>26,109</b>	2,941.43	1,859.83
EXPENSES	YTD BUDGET	YTD ACTUAL	PUM BUDGET	PUM ACTUAL
ADMIN.	5,968	2,574	425.12	183.32
UTILITIES	1,958	2,043	139.48	145.56
MAINT.	3,964	6,760	282.37	481.53
GENERAL	1,009	1,072	71.87	76.38
DEPRECIATION	4,613	4,536	328.60	323.11
EQUITY TRANSFERS	0	0	0.00	0.00
	<b>17,512</b>	<b>16,985</b>	1,247.44	1,209.90
NET SURPLUS	23,781	9,124		
NET FROM OPERATIONS	<b>23,781</b>	<b>9,124</b>		
ENDING EQUITY BALANCE	<b>829,598</b>	<b>844,254</b>		
NET SURPLUS	23,781	9,124		
ADD BACK DEPRECIATION	4,613	4,536		
<b>CASH FLOW</b>	<b>28,394</b>	<b>13,660</b>		

01-Oct-16

TO: 31-Jan-17



REVENUE	YTD BUDGET	YTD ACTUAL	PUM BUDGET	PUM ACTUAL
FSS COORDINATOR	0	0	0.00	0.00
HOUSING ASSISTANCE (HAP)	6,338,169	6,017,508	566.18	537.54
ADMIN. FEES	612,941	656,108	54.75	58.61
	<b>6,951,110</b>	<b>6,673,615</b>	620.93	596.15

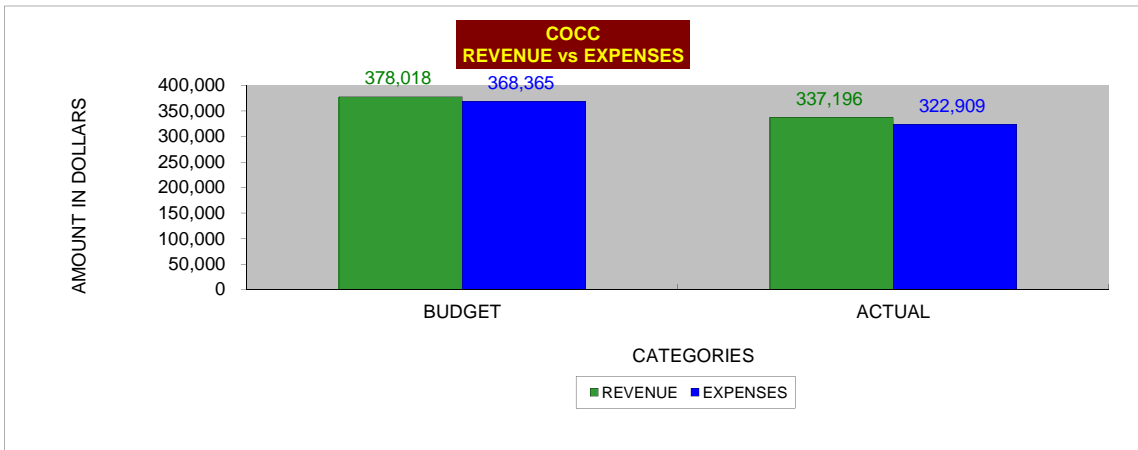
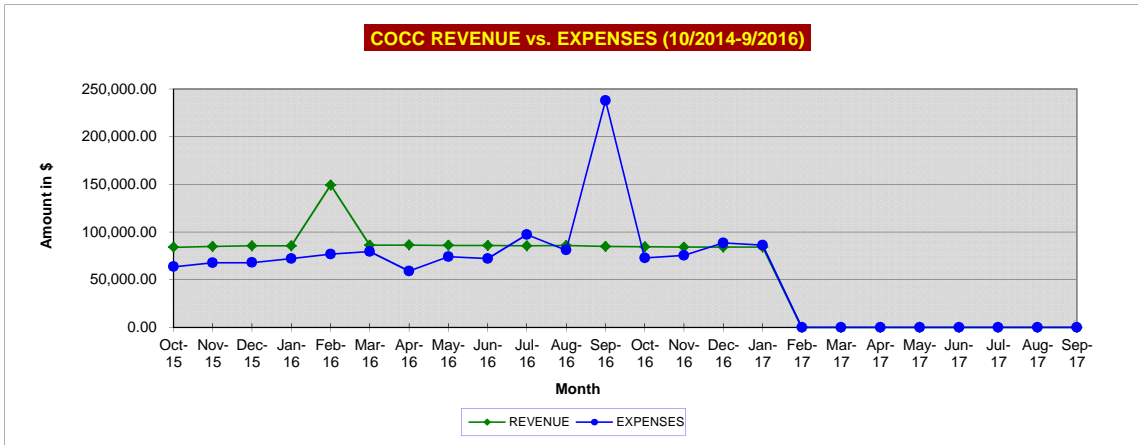
EXPENSES	YTD BUDGET	YTD ACTUAL	PUM BUDGET	PUM ACTUAL
FSS COORDINATOR	0	0	0.00	0.00
HOUSING ASSISTANCE (HAP)	6,119,152	5,921,731	546.62	528.98
ADMIN. EXPENSES	553,826	544,219	49.47	48.61
	<b>6,672,978</b>	<b>6,465,950</b>	596.09	577.59

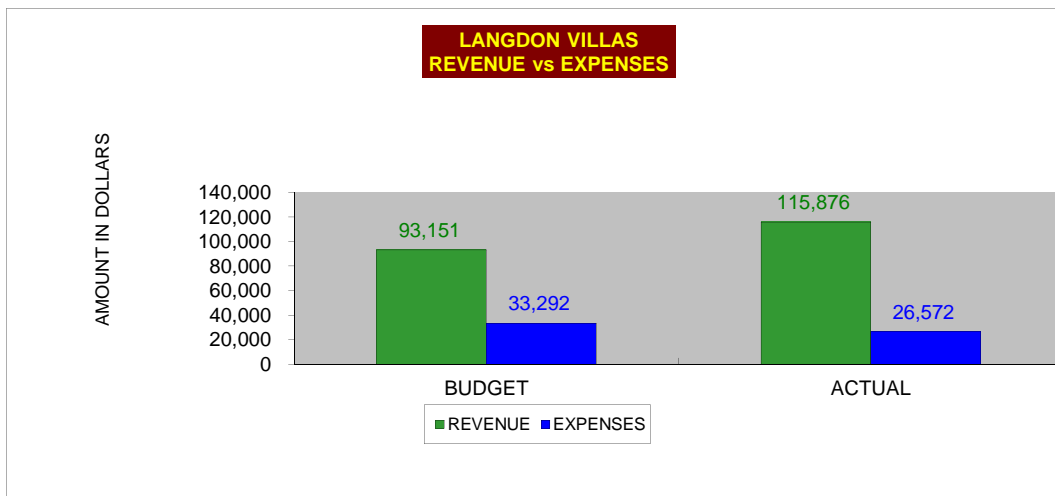
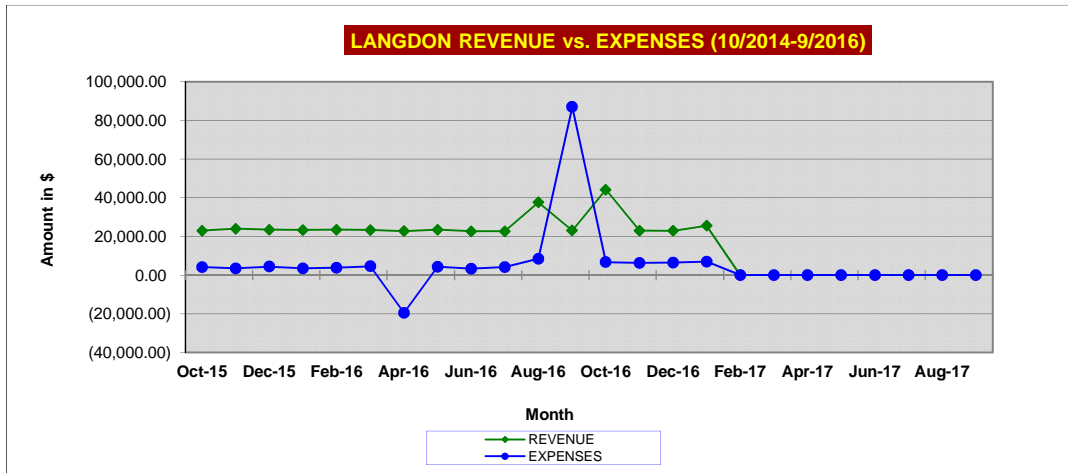
<b>NET SURPLUS</b>	<b>278,132</b>	<b>207,666</b>		
HAP SURPLUS YTD Change	219,017	99,181		
ADMIN SURPLUS YTD Change	59,115	108,485		
HAP SURPLUS BALANCE	206,488	86,652		
ADMIN SURPLUS BALANCE	(459,021)	(409,651)		

01-Oct-16

TO: 31-Jan-17



REVENUE	YTD BUDGET	YTD ACTUAL	PUM BUDGET	PUM ACTUAL
INTEREST	0	0	0.00	0.00
OTHER INCOME	0	0	0.00	0.00
MANAGEMENT FEES	339,995	337,196	349.55	346.67
ASSET MANAGEMENT FEES	16,645	0	17.11	0.00
CFP ADMIN FEES	21,378	0	21.98	0.00
	<b>378,018</b>	<b>337,196</b>	388.64	346.67
EXPENSES	YTD BUDGET	YTD ACTUAL	PUM BUDGET	PUM ACTUAL
ADMIN.	322,373	279,886	331.44	287.75
UTILITIES	10,662	12,813	10.96	13.17
MAINT.	12,100	6,810	12.44	7.00
GENERAL	23,230	23,400	23.88	24.06
	<b>368,365</b>	<b>322,909</b>	378.72	331.98
NET SURPLUS	9,653	14,287		
NET FROM OPERATIONS	<b>9,653</b>	<b>14,287</b>		
ENDING RESERVE BALANCE	<b>(280,286)</b>	<b>(275,652)</b>		
NET SURPLUS	9,653	14,287		
ADD BACK DEPRECIATION	0	0		
<b>CASH FLOW</b>	<b>9,653</b>	<b>14,287</b>		



REVENUE	YTD BUDGET	YTD ACTUAL	PUM BUDGET	PUM ACTUAL
RENTS	15,442	15,400	3,849.95	3,839.48
INTEREST	0	0	0.00	0.00
MANAGEMENT FEES	73,698	73,775	18,374.16	18,393.36
OTHER INCOME	4,011	5,663	1,000.01	1,411.85
	<b>93,151</b>	<b>115,876</b>	23,224.12	28,889.82
EXPENSES	YTD BUDGET	YTD ACTUAL	PUM BUDGET	PUM ACTUAL
ADMIN.	17,753	12,801	4,426.12	3,191.42
UTILITIES	502	452	125.16	112.62
MAINT. & OPER.	1,020	9	254.30	2.31
GENERAL	14,017	13,310	3,494.68	3,318.38
	<b>33,292</b>	<b>26,572</b>	8,300.26	6,624.73
<b>NET SURPLUS</b>	<b>59,859</b>	<b>89,304</b>		
<b>ENDING EQUITY BALANCE</b>	<b>9,877,004</b>	<b>9,906,449</b>		

**HOUSING AUTHORITY OF THE COUNTY OF MERCED**

Langdon

**ASSETS, LIABILITIES & FUND EQUITY**

FISCAL YEAR PERIOD FROM: 10/01/16 TO: 9/30/2017

REPORT PERIOD FROM:

01-Oct-16

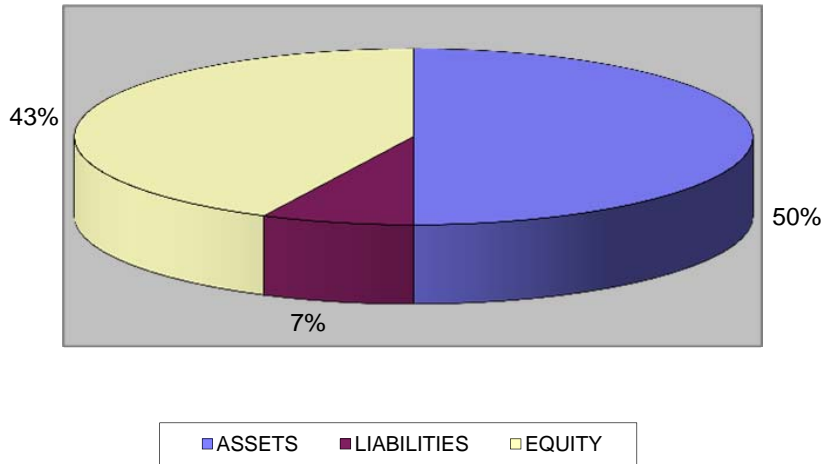
TO:

31-Jan-17

EXPEND. RATE:

# UNIT/MONTH:

**LANGDON VILLA  
BALANCE SHEET**



CATEGORIES	ASSETS	LIABILITIES	EQUITY	
CASH	3,605,439			
ACCTS. RECEIVABLE	936			
FIXED ASSETS	126,178			
NOTES RECEIVABLE	995,865			
2nd Trust Deeds	4,343,437			
OTHER L/T ASSETS	2,644,372			
DEFERRED OUTFLOWS	120,881			
ACCOUNTS PAYABLE		1,743		
Other Current Liabilities		88,819		
NOTES PAYABLE		0		
Other Non Current Liabilities		1,451,130		
DEFERRED INFLOWS		173,421		
PRIOR YEARS			10,073,709	
CURRENT YEAR			48,285	
EQUITY TRANSFERS			0	
	<b>\$11,837,107</b>	<b>\$1,715,114</b>	<b>\$10,121,994</b>	<b>\$11,837,107</b>
				LIAB. + EQUITY

HOUSING AUTHORITY OF THE COUNTY OF MERCED

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REVENUE & EXPENDITURE STATUS REPORT

FISCAL YEAR PERIOD FROM: 10/01/16 TO: 9/30/2017

REPORT PERIOD FROM:

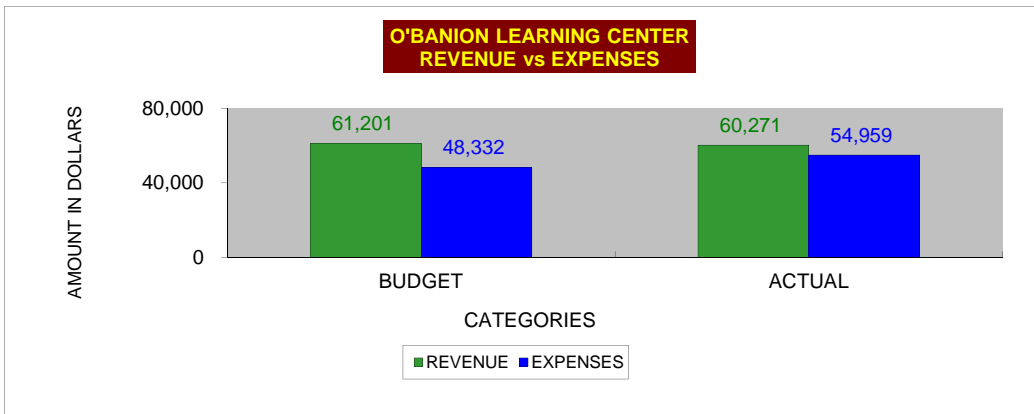
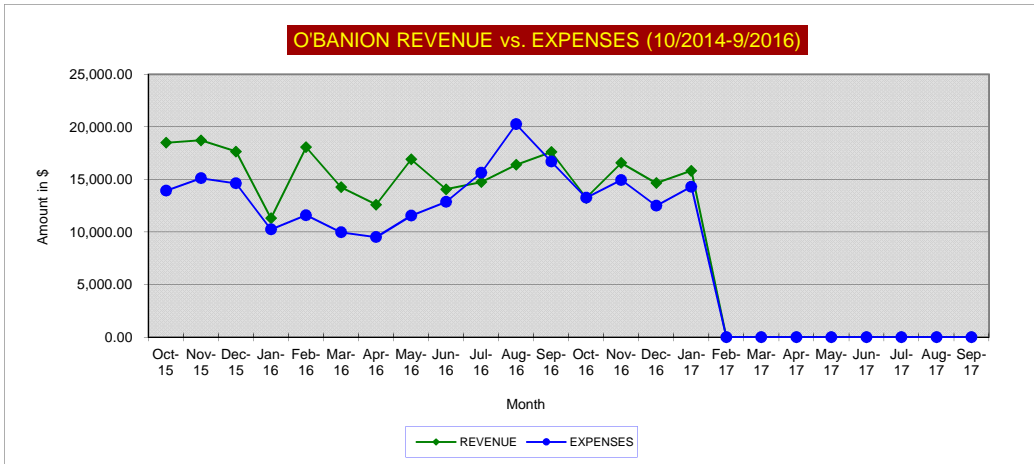
01-Oct-16

TO:

31-Jan-17

REV. RATE: 33.4%

# UNIT/MONTH: 72

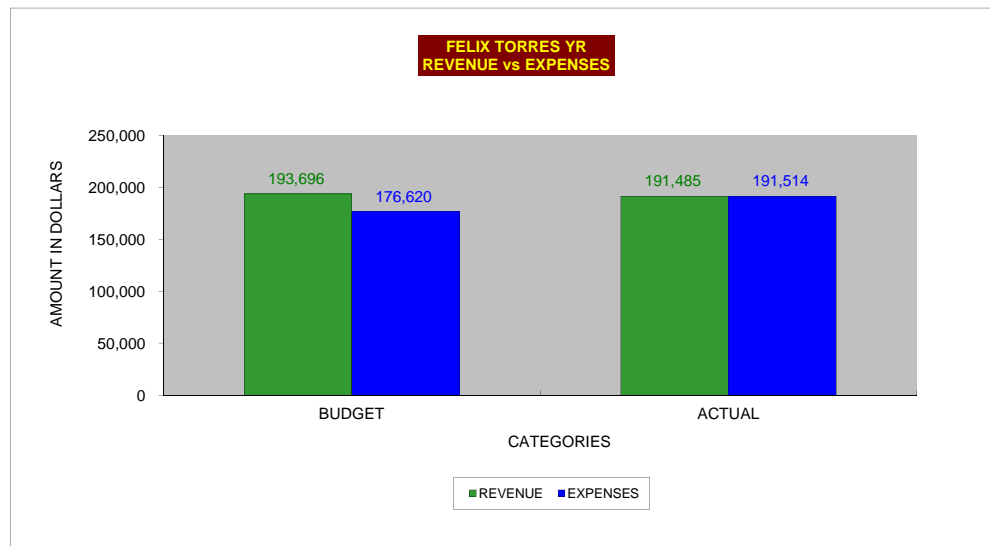
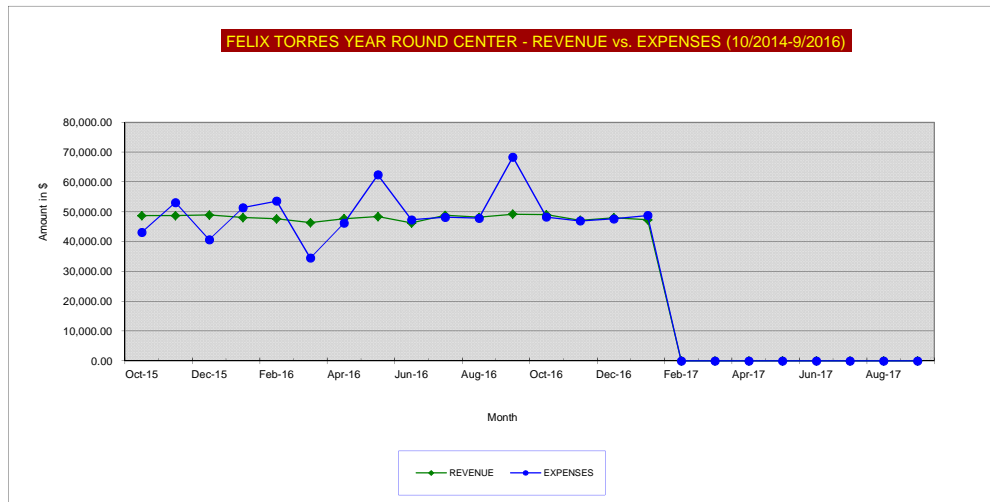


REVENUE	YTD BUDGET	YTD ACTUAL	PUM BUDGET	PUM ACTUAL
NON-DWELL. RENTS	61,201	60,271	2,543.07	2,504.44
OTHER INCOME	0	0	0.00	0.00
	<b>61,201</b>	<b>60,271</b>	2,543.07	2,504.44
EXPENSES	YTD BUDGET	YTD ACTUAL	PUM BUDGET	PUM ACTUAL
ADMIN.	6,519	6,274	270.88	260.70
UTILITIES	15,876	21,083	659.69	876.07
MAINT. & OPER.	7,019	9,494	291.66	394.50
GENERAL	936	420	38.89	17.45
DEPRECIATION	17,982	17,688	747.20	734.99
	<b>48,332</b>	<b>54,959</b>	2,008.32	2,283.71
NET SURPLUS	12,869	5,312		
ENDING EQUITY BALANCE	2,444,588	2,437,031		
ADD BACK DEPRECIATION	17,982	17,688		
CASH FLOW	30,851	23,000		



01-Oct-16

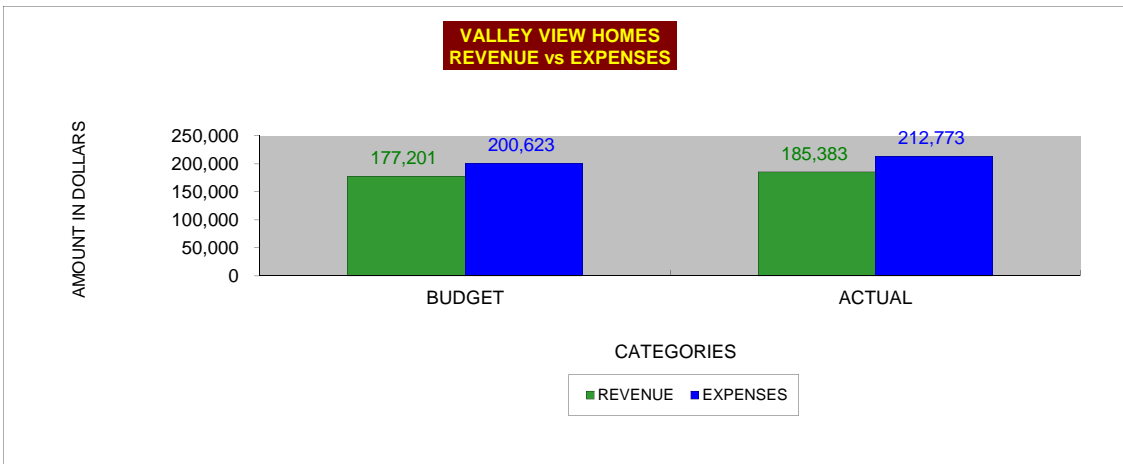
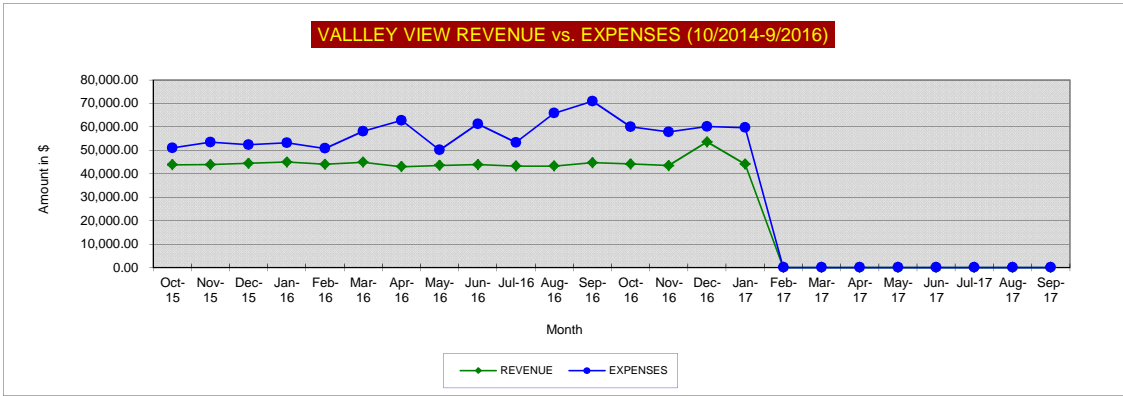
TO: 31-Jan-17



REVENUE	YTD BUDGET	YTD ACTUAL	PUM BUDGET	PUM ACTUAL
RENTS	192,593	190,979	1,043.84	1,035.09
INTEREST	33	0	0.18	0.00
OTHER INCOME	1,070	506	5.80	2.74
	<b>193,696</b>	<b>191,485</b>	1,049.82	1,037.83
EXPENSES	YTD BUDGET	YTD ACTUAL	PUM BUDGET	PUM ACTUAL
ADMIN.	45,318	20,168	245.62	109.31
UTILITIES	29,413	28,240	159.42	153.06
MAINT.	15,849	31,219	85.90	169.21
GENERAL	18,217	45,174	98.73	244.84
DEPRECIATION	67,823	66,712	367.60	361.57
EQUITY TRANSFERS	0	0	0.00	0.00
	<b>176,620</b>	<b>191,514</b>	957.27	1,037.99
NET SURPLUS	17,076	(29)		
NET FROM OPERATIONS	17,076	(29)		
ENDING EQUITY BALANCE	(147,752)	(164,856)		
NET SURPLUS	17,076	(29)		
ADD BACK DEPRECIATION	67,823	66,712		
LESS CAPITAL EXPENDITURES	0	0		
<b>CASH FLOW</b>	<b>84,899</b>	<b>66,683</b>		

01-Oct-16

TO: 31-Jan-17



REVENUE	YTD BUDGET	YTD ACTUAL	PUM BUDGET	PUM ACTUAL
RENTS	173,842	175,619	593.72	599.79
INTEREST	17	0	0.06	0.00
OTHER INCOME	3,342	9,764	11.42	33.35
	<b>177,201</b>	<b>185,383</b>	605.20	633.14
EXPENSES	YTD BUDGET	YTD ACTUAL	PUM BUDGET	PUM ACTUAL
ADMIN.	42,853	38,601	146.36	131.83
UTILITIES	30,884	32,456	105.48	110.85
MAINT. & OPER.	35,848	55,446	122.43	189.36
GENERAL	15,450	11,838	52.77	40.43
DEPRECIATION	13,543	13,320	46.25	45.49
BOND INTEREST	55,945	55,028	191.07	187.94
BOND REPLACEMENT RESV	6,100	6,084	20.83	20.78
	<b>200,623</b>	<b>212,773</b>	685.19	726.68
<b>NET SURPLUS</b>	<b>(23,422)</b>	<b>(27,390)</b>		
BOND PRINCIPAL	25,068	25,000		
<b>ADJUSTED SURPLUS</b>	<b>(48,491)</b>	<b>(52,390)</b>		
ADD BACK DEPRECIATION	13,543	13,320		
ADD BACK BOND COST AMORT	5,590	5,500		
<b>CASH FLOW</b>	<b>(29,358)</b>	<b>(33,570)</b>		
<b>ENDING EQUITY BALANCE</b>	<b>(2,502,351)</b>	<b>(2,506,250)</b>		

HOUSING AUTHORITY OF THE COUNTY OF MERCED

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REVENUE & EXPENDITURE STATUS REPORT

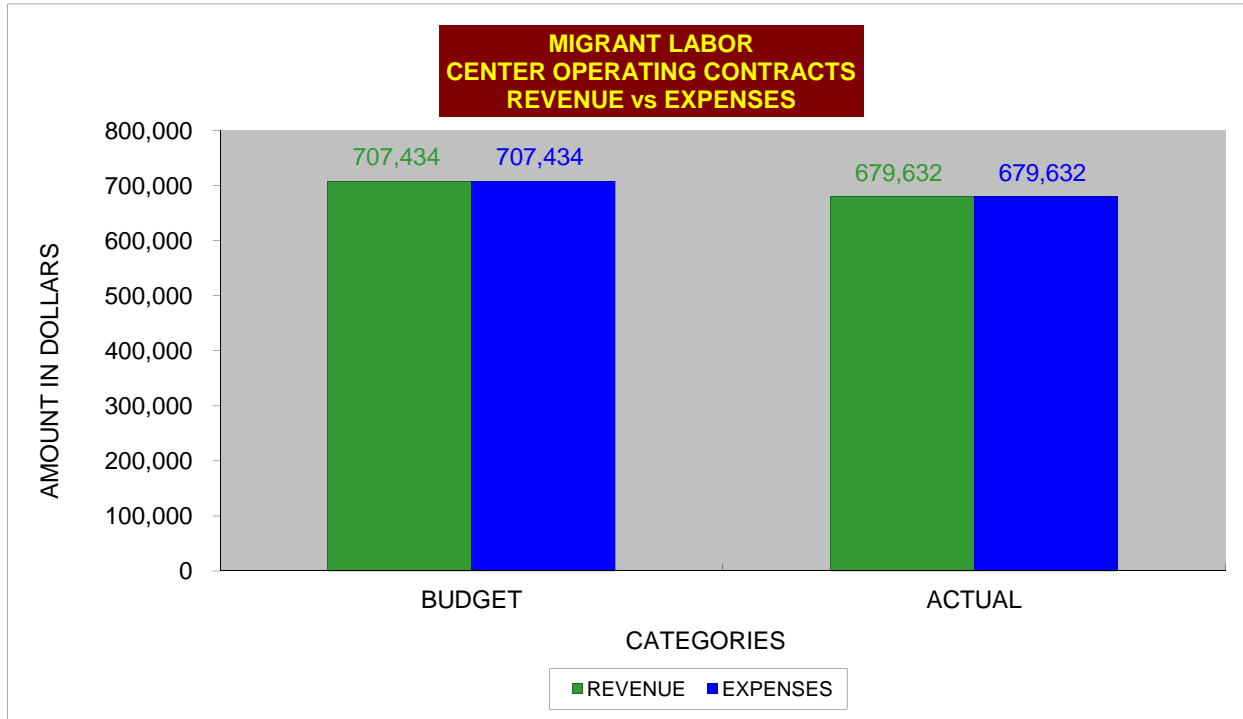
FISCAL YEAR PERIOD FROM: 07/01/2016 TO: 06/30/2017

REPORT PERIOD FROM: 01-Jul-16

EXPEND. RATE: 58.6%

# UNIT/MONTH: 1,548

TO: 31-Jan-17



REVENUE	YTD BUDGET	YTD ACTUAL	PUM BUDGET	PUM ACTUAL
OMS OPERATING	707,434	679,632	779.46	748.83
	<b>707,434</b>	<b>679,632</b>	779.46	748.83
EXPENSES	YTD BUDGET	YTD ACTUAL	PUM BUDGET	PUM ACTUAL
PERSONNEL	352,761	299,657	388.68	330.17
OPERATIONS	188,373	195,224	207.55	215.10
MAINTENANCE	10,935	70,563	12.05	77.75
ADMINISTRATION	67,185	65,837	74.03	72.54
DEBT SERVICE	88,180	48,351	97.16	53.27
	<b>707,434</b>	<b>679,632</b>	779.47	748.83
<b>NET SURPLUS</b>	<b>0</b>	<b>0</b>		

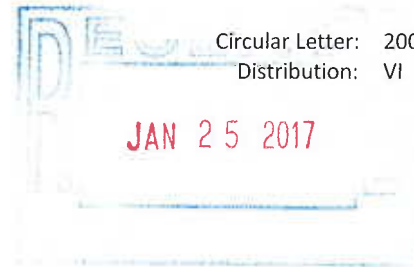


# Actuarial Circular Letter

California Public Employees' Retirement System  
P.O. Box 942715  
Sacramento, CA 94229-2715  
(888) CalPERS (or 888-225-7377)  
TTY: (877) 249-7442  
[www.calpers.ca.gov](http://www.calpers.ca.gov)

January 19, 2017

Circular Letter: 200-004-17  
Distribution: VI



**To: All Public Agency Employers**

**Subject: Discount Rate Change**

The purpose of this Circular Letter is to inform you of recent changes to the CalPERS discount rate assumption and the impact these changes are expected to have on required employer and PEPRAs member contributions. This Circular Letter will assist you in calculating projected pension cost increases in future years. The June 30, 2016, annual valuations will provide updated projections of expected future year pension contributions. These reports will be available this summer.

At the December 21, 2016, meeting, the CalPERS Board of Administration approved lowering the CalPERS discount rate assumption, the long-term rate of return, from 7.50 percent to 7.00 percent over the next three years. This will increase public agency employer contribution costs beginning in Fiscal Year 2018-19.

The phase-in of the discount rate change approved by the Board for the next three Fiscal Years is as follows:

Valuation Date	Fiscal Year for Required Contribution	Discount Rate
June 30, 2016	2018-19	7.375%
June 30, 2017	2019-20	7.25%
June 30, 2018	2020-21	7.00%

Lowering the discount rate means plans will see increases in both the normal costs (the cost of pension benefits accruing in one year for active members) and the accrued liabilities. These increases will result in higher required employer contributions.

In addition, active members hired after January 1, 2013, under the Public Employees' Pension Reform Act (PEPRA) may also see their contribution rates rise.

To illustrate how this table can be used as a guide to include the change in the discount rate in the calculation of pension contributions, a Miscellaneous plan with a current normal cost of 15 percent of payroll can expect an increase to 15.25 percent to 15.75 percent of payroll in the first year (Fiscal Year 2018-19), and 16 percent to 18 percent in the fifth year (Fiscal Year 2022-23). For the UAL payment, a plan with a projected payment of \$500,000 in Fiscal Year 2018-19 and \$600,000 in Fiscal Year 2022-23 can expect the revised payment to be \$510,000 - \$515,000 ( $\$500,000 \times 2.00\% / \$500,000 \times 3.00\%$ ) for Fiscal Year 2018-19, and \$720,000 - \$750,000 ( $\$600,000 \times 20\% / \$600,000 \times 25\%$ ) for Fiscal Year 2022-23. These estimated increases incorporate both the impact of the discount rate change and the ramp up.

Please keep in mind the above table is a tool for you to calculate broad estimates and should only be used as a general guide. The annual valuation report that will be released this summer will provide updated projections for your specific plan.

If you have any questions about the information provided or how to apply it to your current valuations, please call our CalPERS Customer Contact Center at **888 CalPERS** (or **888-225-7377**) and ask to have your plan actuary contact you.

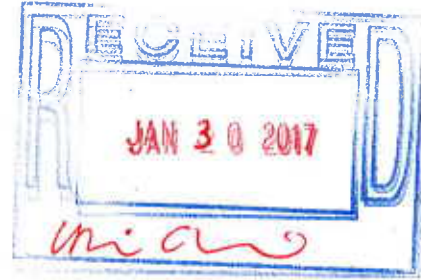
Scott Terando  
Chief Actuary



U.S. Department of Housing and Urban Development  
 San Francisco Regional Office - Region IX  
 One Sansome Street, Suite 1200  
 San Francisco, California 94104-4430  
 www.hud.gov  
 espanol.hud.gov

JAN 23 2017

Ms. Rosa Vazquez  
 Executive Director  
 County of Merced Housing Authority  
 405 U Street  
 Merced, CA 95341



Dear Ms. Vazquez:

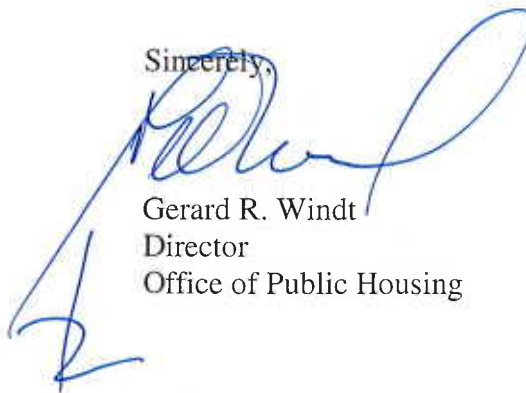
This letter provides the scoring information for the **County of Merced Housing Authority's** Section 8 Management Assessment Program (SEMAP) for fiscal year ending **September 30, 2016**. SEMAP enables HUD to better manage the Housing Choice Voucher (HCV) program by identifying PHA capabilities and deficiencies related the administration of the HCV program. As a result, HUD will be able to provide more effective program assistance to PHAs.

The **County of Merced Housing Authority's** score for fiscal year ending **September 30, 2016**, is **100%**. The Housing Authority's overall designation is **High**. The following are the scores for each indicator:

Indicator	1	Selection from Waiting List (24 CFR 982.54(d)(1) and 982.204(a))	15
Indicator	2	Reasonable Rent (24 CFR 982.4, 982.54(d)(15), 982.158(f)(7) and 982.507)	20
Indicator	3	Determination of Adjusted Income (24 CFR Part 5, Subpart F and 24 CFR 982.516)	20
Indicator	4	Utility Allowance Schedule (24 CFR 982.517)	5
Indicator	5	HQS Quality Control (24 CFR 982.405(b))	5
Indicator	6	HQS Enforcement (24 CFR 982.404)	10
Indicator	7	Expanding Housing Opportunities (24 CFR 982.54(d)(5), 982.301(a) 982.301(b)(4), 982.301(b)(12))	5
Indicator	8	Payment Standards (24 CFR 982.503)	5
Indicator	9	Timely Annual Reexaminations (24 CFR 5.617)	10
Indicator	10	Correct Tenant Rent Calculations (24 CFR 982 Subpart K)	5
Indicator	11	Pre-Contract HQS Inspections (24 CFR 982.305)	5
Indicator	12	Annual HQS Inspections (24 CFR 982.405(a))	10
Indicator	13	Lease-up	20
Indicator	14	Family Self-Sufficiency (24 CFR 984.105 and 984.305)	5
Indicator	15	Deconcentration Bonus	5

Thank you for cooperation with the SEMAP process. Should you have any questions concerning your scores or required corrective actions you may contact Carol Joseph, Portfolio Management Specialist (PMS), at (415) 489-6455 or Carol.M.Joseph@hud.gov.

Sincerely,

A handwritten signature in blue ink, appearing to read "Gerard R. Windt", is written over the typed name. The signature is fluid and cursive, with a large loop at the end.

Gerard R. Windt  
Director  
Office of Public Housing





U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
WASHINGTON, DC 20410-7000

OFFICE OF ASSISTANT SECRETARY  
FOR COMMUNITY PLANNING AND DEVELOPMENT

December 20, 2016

Ms. Rennise Ferrario  
Executive Director  
Housing Authority of the County of Merced  
405 U Street  
Merced, CA 95341



Dear Ms. Ferrario:

Congratulations! I am delighted to inform you that the Fiscal Year (FY) 2016 Continuum of Care (CoC) Program project application(s) your organization submitted was selected for funding in the total amount of \$53,106.

The CoC Program is an important part of HUD's mission. CoCs all over the country continue to improve the lives of men, women, and children through their local planning efforts and through the direct housing and service programs funded under the FY 2016 CoC Program Competition. The programs and CoCs funded through the CoC Program continue to demonstrate their value by improving accountability and performance every year. HUD commends your organization for its work and encourages it to continue to strive for excellence in the fight against homelessness.

The conditional funds for your award(s) are detailed in the enclosure which lists the name(s) of the individual project(s); the project number(s), and the specific amount(s) conditional selected application. Your local field office will send additional information and instructions for the next step in the process which include information to complete the technical submission. Upon approval of the technical submission phase, the field office will send the grant agreement, which must be fully executed by the both you and the field office before the project can begin expending funds for the new project.

Sincerely,

Clifford Taffet  
Assistant Secretary (Acting)  
for Community Planning and Development



Enclosure

CA1098L9T201601

S + C 2016

\$53,106

Total Awarded:

**\$53,106**

## MEMORANDUM

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

**FROM:** Rosa Vazquez, Executive Director

**DATE:** February 21, 2017

**SUBJECT:** **Action Item 2017-A-01:** Recommendation to approve a decrease in the mileage reimbursement rate

In keeping with the Federal Government rate, we are requesting approval to decrease the Housing Authority's current reimbursement rate from 54 cents per mile to **53.5 cents per mile** to compensate employees and commissioners using their personal vehicles for agency business. The recommended rate change is to become effective immediately.

The Federal Government through the IRS published the new mileage reimbursement rate of **53.5**, effective January 1, 2017.

### RECOMMENDATION

It is hereby recommended that the Board of Commissioners of the Housing Authority of the County of Merced approve Action Item No. 2017-A-01, approving decrease of the mileage reimbursement rate to **53.5 cents per mile**, effective immediately.

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Chairperson Signature/Date

---

Secretary Signature/Date



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# 2017 Standard Mileage Rates for Business, Medical and Moving Announced

IR-2016-169, Dec. 13, 2016

WASHINGTON — The Internal Revenue Service today issued the 2017 optional standard mileage rates used to calculate the deductible costs of operating an automobile for business, charitable, medical or moving purposes.

Beginning on Jan. 1, 2017, the standard mileage rates for the use of a car (also vans, pickups or panel trucks) will be:

- 53.5 cents per mile for business miles driven, down from 54 cents for 2016
- 17 cents per mile driven for medical or moving purposes, down from 19 cents for 2016
- 14 cents per mile driven in service of charitable organizations

The business mileage rate decreased half a cent per mile and the medical and moving expense rates each dropped 2 cents per mile from 2016. The charitable rate is set by statute and remains unchanged.

The standard mileage rate for business is based on an annual study of the fixed and variable costs of operating an automobile. The rate for medical and moving purposes is based on the variable costs.

Taxpayers always have the option of calculating the actual costs of using their vehicle rather than using the standard mileage rates.

A taxpayer may not use the business standard mileage rate for a vehicle after using any depreciation method under the Modified Accelerated Cost Recovery System (MACRS) or after claiming a Section 179 deduction for that vehicle. In addition, the business standard mileage rate cannot be used for more than four vehicles used simultaneously.

These and other requirements are described in [Rev. Proc. 2010-51](#). [Notice 2016-79](#), posted today on IRS.gov, contains the standard mileage rates, the amount a taxpayer must use in calculating reductions to basis for depreciation taken under the business standard mileage rate, and the maximum standard automobile cost that a taxpayer may use in computing the allowance under a fixed and variable rate plan.

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*Page Last Reviewed or Updated: 13-Dec-2016*