

AGENDA

BOARD OF COMMISSIONERS HOUSING AUTHORITY OF THE COUNTY OF MERCED

Regular Meeting
Tuesday, May 16, 2023
12:00 p.m.

Closed session immediately following

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

Rick Osorio, Chairperson
Hub Walsh, Vice-Chair
Evelyn Dorsey
Robert Dylina
Diana Odom Gunn

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

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

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

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

I. CALL TO ORDER AND ROLL

II. 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 subject-matter jurisdiction of the Commission, but not appearing on the agenda. Items presented under public comment may not be discussed or acted upon by the Commission at this time.

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

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

III. COMMISSIONER and/or AGENCY ADDITIONS/DELETIONS TO THE AGENDA

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



IV. APPROVAL OF THE FOLLOWING MEETING MINUTES

1. April 18, 2023 - Regular Meeting (M/S/C): ____/____/____

V. CONSENT CALENDAR

1. Rent Delinquency Report April 2023
2. Financial Reports for April 2023
3. Public Housing Occupancy/Vacancy Report
4. HCV Program Counts

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

VI. INFORMATION/DISCUSSION ITEM(S)

1. Staff Report – Migrant Center Broadband Services

VII. EXECUTIVE DIRECTOR REPORT

1. VASH Update
2. Merced Migrant & MCOE Partnership
3. Board of Supervisor Meetings
4. Site Tour – Development Map Out

VIII. WRITTEN CORRESPONDENCE

1. High Performer HUD Designation – Public Housing

IX. RESOLUTION ITEM(S)

None

X. ACTION ITEM(S)

None

XI. COMMISSIONER’S COMMENTS

XII. CLOSED SESSION ITEM(S)

1. Pursuant to Government Code §54957
Public Employee Performance Evaluation for Executive Director
David Ritchie, Legal Counsel

XIII. ADJOURNMENT

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



MINUTES
BOARD OF COMMISSIONERS
HOUSING AUTHORITY OF THE COUNTY OF MERCED

Regular Meeting
Tuesday, April 18, 2023

- I. The meeting was called to order by Chairperson Osorio at 12:00 p.m. and the Secretary was instructed to call the roll.

Commissioners Present:

Rick Osorio, Chairperson
Evelyn Dorsey
Robert Dylina
Diana Odom Gunn
Margaret Pia

Commissioners Absent:

Hub Walsh, Vice-Chair

Chairperson Osorio declared there was a quorum present.

Staff Present:

Rosa Vazquez, Executive Director/Board Secretary
David Ritchie, Legal Counsel
Bruce Milgrom, Finance Officer
Melina Frederick, Director of Procurement & Asset Management
Maria F. Alvarado, Board Clerk & HR Manager

Others Present:

Iris Gunther-Battles, Behavioral Health & Recovery Services

II. UNSCHEDULED ORAL COMMUNICATION

Iris Gunther Battles was in attendance to thank Housing Program Specialist Jennifer Tovar for an outstanding job and the assistance she provides.

III. COMMISSIONER and/or AGENCY ADDITIONS/DELETIONS TO THE AGENDA

None

(M/S/C): Commissioner Dylina/Commissioner Pia/Motion Passed

IV. APPROVAL OF THE FOLLOWING MEETING MINUTES

1. March 28, 2023, Special Meeting

A correction to Commissioner Odom Gunn's last name on Item IX.1 was noted.

(M/S/C): Commissioner Pia/Commissioner Odom Gunn/Motion Passed



V. CONSENT CALENDAR

1. Rent Delinquency Report for March 2023

(M/S/C): Commissioner Dylina/Commissioner Pia/Motion Passed

2. Financial Reports for March 2023

(M/S/C): Commissioner Odom Gunn/Commissioner Pia/Motion Passed

3. Public Housing Occupancy/Vacancy Report

(M/S/C): Commissioner Dylina/Commissioner Pia/Motion Passed

4. HCV Special Program Counts

(M/S/C): Commissioner Odom Gunn/Commissioner Pia/Motion Passed

VI. INFORMATION AND DISCUSSION ITEM(S)

1. Executive Director Vazquez provided a staff report outlining the upcoming Housing Opportunity Trough Modernization Act (HOTMA) final rule changes and how they will impact both the Housing Choice Voucher and Public Housing Program. For example, this final rule will impact how income, allowances, and other items are calculated. This final rule will be effective January 1, 2024.

VII. EXECUTIVE DIRECTOR REPORT

1. Executive Director Vazquez invited the Board to attend the annual Boys & Girls Gala which the Authority purchases a table for. All proceeds go towards the Boys & Girls Club.
2. Executive Director Vazquez notified the Board that the Authority's migrant centers are opening with the first being Atwater which open at full lease-up. The other centers open as follows: Los Banos, Merced, and then Planada.
3. The Authority received notification that the Notice of Funding Opportunity (NOFO) for additional VASH vouchers was published. The Authority contacted the VA office and was notified that at this time additional vouchers could not be sustained. The Authority will follow up on this matter.
4. Executive Director Vazquez informed the board that the Authority was notified about a fire on K Street in the City of Merced that displaced all of the residents of that apartment complex. The Authority will assist displaced voucher recipients if applicable.
5. The Authority continues to house displaced families at the Joe Serna units in Planada. Catholic Charities continues to with case management with the families.



VIII. WRITTEN CORRESPONDENCE

None

IX. RESOLUTIONS ITEM(S)

None

X. ACTION ITEM(S)

None

XI. COMMISSIONER’S COMMENTS

Commissioner Dylina informed the Authority that Central Valley Opportunity Fund (CVOF) will be allocating funds for housing and requests that the Authority reach out to them for further information.

Chairperson Osorio thanks staff work the work it continues to do in Planada. He also suggested that the Board begin to gather ideas/suggestions for the annual strategic planning meeting.

CLOSED SESSION ITEM(S)

The Board of Commissioners went into closed session at 12:58 p.m. The following people were present:

Board Members

Rick Osorio, Chairperson
Evelyn Dorsey
Robert Dylina
Diana Odom Gunn
Margaret Pia

Others Present

David Ritchie, Legal Counsel

- 1. Pursuant to Government Code(§ 54957 – Public Employee Performance Evaluation for Executive Director

The Board returned to Regular Session at 1:10 p.m. and no reportable action. Direction given to staff.

XII. ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 1:10 p.m.

Chairperson Signature

Date: May 16, 2023

Secretary Signature

Date: May 16, 2023



Aged Receivables Report as for 04/2023 - As of 05-09-2023

Property	0 - 30 days	31-60 days	61 - 90 days	Over 90 days	Total Unpaid Charges	Balance
AMP 1						
ca023001 PH - Merced	3,736.48	1,464.99	1,415.00	12,822.87	19,439.34	19,439.34
ca023010 PH - Merced	2,850.10	2,349.71	1,200.00	7,893.32	14,293.13	14,293.13
ca023013 PH - Merced Sr	538.35	238.00	238.00	3,073.35	4,087.70	4,087.70
ca023021 PH - Acquisition	0.00	0.00	0.00	0.00	0.00	0.00
ca023023 PH - Acquisition	458.00	458.00	458.00	939.00	2,313.00	2,313.00
AMP 1 TOTALS	7,582.93	4,510.70	3,311.00	24,728.54	40,133.17	40,133.17
AMP 2						
CA023003 PH - Atwater - Cameo	1,494.00	794.00	794.00	358.00	3,440.00	3,440.00
ca023006 PH - Livingston	2,380.99	1,063.00	-953.41	3,360.49	5,851.07	5,851.07
012a PH - Atwater	1,654.29	219.91	476.00	2,707.00	5,057.20	5,057.20
012b PH - Winton	0.00	0.00	0.00	0.00	0.00	0.00
AMP 2 TOTALS	5,529.28	2,076.91	316.59	6,425.49	14,348.27	14,348.27
AMP 3						
ca023002 PH - Los Banos	812.39	374.00	490.00	2,754.00	4,430.39	4,430.39
ca023004 PH - Los Banos - Abby, B, C & D	1,088.00	847.00	683.00	2,549.59	5,167.59	5,167.59
ca023005 PH - Dos Palos - West Globe	911.00	374.00	344.00	503.21	2,132.21	2,132.21
ca023011 PH - Los Banos - J & K St	1,551.00	1,175.00	-119.00	143.00	2,750.00	2,750.00
012c PH - Dos Palos - Alleyne	629.00	493.00	0.00	0.00	1,122.00	1,122.00
012d PH - Dos Palos - Globe	0.00	0.00	0.00	-82.00	-82.00	-82.00
AMP 3 TOTALS	4,991.39	3,263.00	1,398.00	5,867.80	15,520.19	15,520.19
AMP 4						
ca023024 PH 1st Street	109.00	109.00	109.00	143.00	470.00	470.00
AMP 4 TOTALS	109.00	109.00	109.00	143.00	470.00	470.00
VALLEY VIEW						
atw Atwater Elderly	0.00	0.00	0.00	0.00	0.00	0.00
dp Dos Palos Elderly	0.00	0.00	0.00	0.00	0.00	0.00
mid Midway	0.00	0.00	0.00	200.00	200.00	200.00
pbc - atw	423.00	181.00	11.00	-304.51	310.49	310.49
pbc - dp	834.28	241.00	241.00	-77.72	1,238.56	1,238.56
pbc - mid	2,702.00	780.00	547.00	11,968.81	15,997.81	15,997.81
VALLEY VIEW TOTALS	3,959.28	1,202.00	799.00	11,786.58	17,746.86	17,746.86
FELIX TORRES YEAR ROUND						
ft.yr Felix Torres Year Round Center	3,978.00	3,056.82	1,696.00	1,234.00	9,964.82	9,964.82
FELIX TORRES YEAR ROUND TOTALS	3,978.00	3,056.82	1,696.00	1,234.00	9,964.82	9,964.82
HOUSING AUTHORITY TOTALS						
	26,149.88	14,218.43	7,629.59	50,185.41	98,183.31	98,183.31

Housing Authority of the County of Merced

Financial Stmt - Migrant (.fs-mig)

Budget Comparison

Period = Jul 2022-Mar 2023

	YTD Actual	YTD Budget	Variance	% Var	Annual
Revenue & Expenses					
INCOME					
Total - Grant Income (1)	954,634	1,131,750	177,116	16	1,509,067
TOTAL INCOME	954,634	1,131,750	177,116	16	1,509,067
EXPENSES					
Total - Center Personnel (2)	396,509	534,609	138,100	26	712,800
Total - Operating Expenses (3)	357,475	335,871	-21,604	-6	447,900
Total - Maintenance Expenses (4)	21,715	52,992	31,277	59	70,650
Total - Contractor Administration (5)	97,154	95,472	-1,682	-2	127,315
Total - Debt Service and Replacement (6)	81,781	112,806	31,025	28	150,402
TOTAL	954,634	1,131,750	177,116	16	1,509,067

(1) Zero budget, offset to variance in expenses -\$177K

(2) All positions not fully staffed Salary +\$ 75K, Benefits +\$ 63K

(3) Continued higher utilities in 2nd year of contract -Elect. +\$ 19K, Prop. Ins. -\$ 25K, Major Repairs +\$ 19K

(4) General lower supplies and contract expenses +\$31K, Timing of Contract repairs and Maint. Supplies

(5) Timing of expense compared to budget - Audit -\$ 2K

(6) Timing of payments, total yearend expected to be per budget +\$ 31K

Housing Authority of the County of Merced

Financial Statement - AMP 1 (.fs-amp1)

Budget Comparison

Period = Oct 2022-Mar 2023

	YTD Actual	YTD Budget	Variance	% Var	Annual
Revenue & Expenses					
INCOME					
NET TENANT INCOME (1,2)	429,853	365,286	64,567	18	730,567
TOTAL GRANT INCOME (3)	355,292	318,564	36,728	12	637,125
TOTAL INCOME	785,145	683,850	101,295	15	1,367,692
EXPENSES					
TOTAL ADMINISTRATIVE EXPENSES (4,5,6)	229,621	215,808	-13,813	-6	431,612
TOTAL TENANT SERVICES EXPENSES	999	852	-147	-17	1,700
TOTAL UTILITY EXPENSES (7)	112,612	121,338	8,726	7	242,674
TOTAL MAINTENACE EXPENSES (*,9,10)	182,035	189,258	7,223	4	378,499
TOTAL GENERAL EXPENSES (11,12)	81,218	67,266	-13,952	-21	134,544
TOTAL HOUSING ASSISTANCE PAYMENTS	2,330	2,502	172	7	5,000
TOTAL FINANCING EXPENSES	20,600	19,998	-602	-3	40,000
TOTAL NON-OPERATING ITEMS	18,858	18,858	0	0	37,716
TOTAL EXPENSES	648,272	635,880	-12,392	-2	1,271,745
NET INCOME	136,874	47,970	88,904	185	95,947

- (1) Tenant Rents up +\$64K over Budget
- (2) Tenant Legal Fees +\$53K -(Not Included above - Costs charged to 7 tenants)
- (3) Grant Inc. up +\$37K
- (4) Salary and Benefit Exp +\$14K, Benefits +\$ 2K
- (5) Legal is over - \$28K, Misc. Admin. -\$ 6K
- (6) Mangement Fees +\$2K
- (7) Sewer & Water - timing on invoices +\$9K
- (8) Maint. Salary Exp. +\$ 4K
- (9) Maint. Costs Supplies +\$9K - timing on order supplies
- (10) Contract Costs +\$5K - timing on repairs and servcies
- (11) Payments in Lieu of Taxes up - \$7K (higher income)
- (12) Ins. Prem. Higher -\$9K

Housing Authority of the County of Merced

Financial Statement - AMP 2 (.fs-amp2)

Budget Comparison

Period = Oct 2022-Mar 2023

	YTD Actual	YTD Budget	Variance	% Var	Annual
Revenue & Expenses					
INCOME					
NET TENANT INCOME (1,2,3)	307,836	296,190	10,229	3	592,378
TOTAL GRANT INCOME (4)	229,281	203,196	26,085	13	406,391
TOTAL INCOME	537,117	499,386	36,315	7	998,769
EXPENSES					
TOTAL ADMINISTRATIVE EXPENSES (5)	137,395	150,618	13,223	9	301,227
TOTAL TENANT SERVICES EXPENSES	1,370	798	-572	-72	1,600
TOTAL UTILITY EXPENSES (6)	108,413	111,294	2,881	3	222,595
TOTAL MAINTENACE EXPENSES (7,8,9)	173,928	157,290	-16,638	-11	314,552
TOTAL GENERAL EXPENSES (10,11)	58,494	50,898	-7,596	-15	101,801
TOTAL HOUSING ASSISTANCE PAYMENTS	1,083	564	-519	-92	1,125
TOTAL FINANCING EXPENSES	10,441	9,570	-871	-9	19,145
TOTAL NON-OPERATING ITEMS (12)	0	35,688	35,688	100	71,372
TOTAL EXPENSES	491,124	516,720	25,596	5	1,033,417
NET INCOME	45,993	-17,334	61,911	357	-34,648

- (1) Tenant Rents +\$9K
- (2) Tenant Legal Fees (+\$22K - Not Included above - Costs charged to 6 tenants)
- (3) Misc. Tenant Inc. (Not Included above - \$67,204.25 - Work Order and Labor for Restoration est. fire damage)
- (4) HUD PHA Subsidy +\$ 26K
- (5) Admin - Salary -\$ 10K Benefit Exp. +\$ 10K, Legal Exp. -\$2K, Misc Admin +\$ 5K
- (6) Utilities - Water/Sewer +\$ 10K, Electricity/Gas -\$ 9K
- (7) Maint. Salary & Benefits Exp. -\$10K, On Call Serv. -\$ 13K
- (8) Material Exp. +\$ 15K - Timing on ordering supplies
- (9) Contract Costs -\$ 8K - timing on repairs and maintenance
- (10) Property Ins. Rate increase -\$ 6K
- (11) Payments in Lieu -\$ 1K - Higher Incomd
- (12) Fully depreciated at 9/2022, not a cash item +\$37K

Housing Authority of the County of Merced

Financial Statement - AMP 3 (.fs-amp3)

Budget Comparison

Period = Oct 2022-Mar 2023

	YTD Actual	YTD Budget	Variance	% Var	Annual
Revenue & Expenses					
INCOME					
NET TENANT INCOME (1,2)	319,380	300,312	19,068	6	600,630
TOTAL GRANT INCOME (3)	239,918	214,038	25,880	8	428,073
TOTAL INCOME	559,298	514,350	44,948	9	1,028,703
EXPENSES					
TOTAL ADMINISTRATIVE EXPENSES (4)	149,525	165,714	16,189	10	331,431
TOTAL TENANT SERVICES EXPENSES	266	546	280	51	1,100
TOTAL UTILITY EXPENSES (5)	80,850	91,044	10,194	11	182,080
TOTAL MAINTENANCE EXPENSES (6,7,8)	108,541	169,794	61,253	36	339,592
TOTAL GENERAL EXPENSES (9)	61,516	53,478	-8,038	-15	106,956
TOTAL HOUSING ASSISTANCE PAYMENTS	1,996	750	-1,246	-166	1,500
TOTAL FINANCING EXPENSES	9,030	8,502	-528	-6	17,000
TOTAL NON-OPERATING ITEMS (10)	0	29,214	29,214	100	58,425
TOTAL EXPENSES	411,724	519,042	107,318	21	1,038,084
NET INCOME	147,574	-4,692	152,266	3,245	-9,381

- (1) Tenant Rent +\$18K, Late Charges +\$ 3K
- (2) Tenant Legal +\$5K (Not Included above - One tenant)
- (3) Grant Subsidy +\$ 26K
- (4) Salaries & Benefits +\$ 16K
- (5) Water & Sewer +\$ 12K, Garbage -\$ 5K, Electricity +\$ 2K
- (6) Maintenance Salary +\$ 21K & Benefits Lower +\$8K
- (7) Supplies Maintenance Lower +\$22K - Timing of repairs and Maint.
- (8) Contract Costs Lower +\$9K, Timing of Contract repairs and Maint.
- (9) Property Ins. Rate increase -\$ 7K
- (10) Fully depreciated at 9/2022, not a cash item +\$29K

Housing Authority of the County of Merced

AMP4 - 1st Street, Merced (.fs-amp4)

Budget Comparison

Period = Oct 2022-Mar 2023

	YTD Actual	YTD Budget	Variance	% Var	Annual
Revenue & Expenses					
INCOME					
NET TENANT INCOME (1)	13,193	9,024	4,169	46	18,051
TOTAL GRANT INCOME	13,568	12,384	1,184	10	24,767
TOTAL INCOME	26,761	21,408	5,353	25	42,818
EXPENSES					
TOTAL ADMINISTRATIVE EXPENSES	5,410	6,150	740	12	12,372
TOTAL UTILITY EXPENSES	3,293	4,008	715	18	8,023
TOTAL MAINTENACE EXPENSES	3,747	3,318	-429	-13	6,667
TOTAL GENERAL EXPENSES	2,330	1,680	-650	-39	3,341
TOTAL HOUSING ASSISTANCE PAYMENTS	0	48	48	100	100
TOTAL FINANCING EXPENSES	564	498	-66	-13	1,000
TOTAL NON-OPERATING ITEMS	23,878	23,880	2	0	47,757
TOTAL EXPENSES	39,223	39,582	359	1	79,260
NET INCOME	-12,462	-18,174	-5,712	31	-36,442

(1) Tenant Rent +\$4K

Housing Authority of the County of Merced

All HCV Properties with Sub (.fs-hcvs)

Budget Comparison

Period = Oct 2022-Mar 2023

	YTD Actual	YTD Budget	Variance	% Var	Annual
Revenue & Expenses					
INCOME					
NET TENANT INCOME	225	0	225	N/A	0
TOTAL GRANT INCOME (1)	11,418,689	12,158,520	-739,831	-6	24,317,038
TOTAL OTHER INCOME	427	756	-329	-44	1,500
TOTAL INCOME	11,419,341	12,159,276	-739,935	-6	24,318,538
EXPENSES					
TOTAL ADMINISTRATIVE EXPENSES (2,3,4,5)	825,429	957,144	131,715	14	1,914,309
TOTAL TENANT SERVICES EXPENSES	1,820	0	-1,820	N/A	0
TOTAL UTILITY EXPENSES	0	120	120	100	250
TOTAL MAINTENANCE EXPENSES (6,7,8)	1,036	12,036	11,000	91	24,075
TOTAL GENERAL EXPENSES (9)	25,828	34,104	8,276	24	68,213
TOTAL HOUSING ASSISTANCE PAYMENTS (10)	10,560,639	11,073,522	512,883	5	22,147,040
TOTAL FINANCING EXPENSES	35,979	36,276	297	1	72,550
TOTAL EXPENSES	11,450,731	12,113,202	662,471	5	24,226,437
NET INCOME	-31,390	46,074	-77,464	-168	92,101

- (1) Lower HAP from HUD -\$740K
- (2) Lower Salaries +\$ 81K & Benefits Costs +\$23K
- (3) Lower Management and Bookkeeping Fees +\$56K
- (4) Fewer inspections during the month +\$ 15K
- (5) Misc. Admin. Exp. Lower +\$ 12K
- (6) Higher Temp. Labor Exp. -\$ 64K
- (7) Misc. Admin. Exp. Section 8, -\$ 12K - not budgeted
- (8) Lower Contract Costs +\$ 10K, Timing of Contract repairs and Maint.
- (9) Lower Port-out admin fees +\$ 7K
- (10) Lower HAP issued +\$ 513K

Housing Authority of the County of Merced

Central Office Cost Center (cocc)

Budget Comparison

Period = Oct 2022-Mar 2023

	YTD Actual	YTD Budget	Variance	% Var	Annual
Revenue & Expenses					
INCOME					
TOTAL OTHER INCOME (1,2,3)	476,048	642,558	-166,510	-26	1,285,110
TOTAL INCOME	476,048	642,558	-166,510	-26	1,285,110
EXPENSES					
TOTAL ADMINISTRATIVE EXPENSES (4,5,6,7)	562,916	515,520	-47,396	-9	1,031,052
TOTAL TENANT SERVICES EXPENSES	1,050	0	-1,050	N/A	0
TOTAL UTILITY EXPENSES	23,180	24,294	1,114	5	48,581
TOTAL MAINTENACE EXPENSES (8)	25,277	43,104	17,827	41	86,200
TOTAL GENERAL EXPENSES (9)	17,101	14,274	-2,827	-20	28,548
TOTAL FINANCING EXPENSES	37,531	37,500	-31	0	75,000
TOTAL NON-OPERATING ITEMS	3,936	3,936	0	0	7,873
TOTAL EXPENSES	670,992	638,628	-32,364	-5	1,277,254
NET INCOME	-194,944	3,930	-198,874	-5,060	7,856

- (1) Lower Mgmt and Bookkeeping Fees from HCV -\$59K
- (2) Asset Mgt Fee book at the end of the year -\$ 25K
- (3) Admin Fee to be booked as Cap Projects are completed -\$82K
- (4) Admin Salary -\$ 21K & Benefits Higher -\$ 14K
- (5) Legal Fees Higher -\$48K
- (6) Admin Misc. Exp Lower +\$ 14K
- (7) Admin Other Exp Lower +\$ 21K
- (8) Lower Contract Costs +\$22K, Timing of Contract repairs and Maint.
- (9) Higher Property Ins. Prem. -\$ 2K, Workman' Comp -\$ 1K

Housing Authority of the County of Merced

Langdon Villas (langdon)

Budget Comparison

Period = Oct 2022-Mar 2023

	YTD Actual	YTD Budget	Variance	% Var	Annual
Revenue & Expenses					
INCOME					
NET TENANT INCOME	36,325	35,292	1,033	3	70,588
TOTAL OTHER INCOME (1)	135,897	140,520	-4,623	-3	281,046
TOTAL INCOME	172,222	175,812	-3,590	-2	351,634
EXPENSES					
TOTAL ADMINISTRATIVE EXPENSES (2,3)	40,435	39,312	-1,123	-3	78,610
TOTAL UTILITY EXPENSES	68	804	736	92	1,600
TOTAL MAINTENACE EXPENSES (4)	0	5,838	5,838	100	11,682
TOTAL GENERAL EXPENSES	10,840	10,566	-274	-3	21,148
TOTAL FINANCING EXPENSES	77,199	76,998	-201	0	154,000
TOTAL NON-OPERATING ITEMS	1,719	1,716	-3	0	3,438
TOTAL EXPENSES	130,261	135,234	4,973	4	270,478
NET INCOME	41,961	40,578	1,383	3	81,156

(1) Management Fee Lower -\$ 5K

(2) Salary Exp. Higher -\$ 4K

(3) Legal Fees lower +\$ 1K, Consultant fees Lower +\$ 1K

(4) Contract Cost Lower +\$ 6K, Timing of Contract repairs and Maint.

Budget Comparison

Period = Oct 2022-Mar 2023

Book = Accrual ; Tree = ysi_is

	YTD Actual	YTD Budget	Variance	% Var	Annual
Revenue & Expenses					
INCOME					
NET TENANT INCOME (1)	93,867	102,168	-8,301	-8	204,331
TOTAL INCOME	93,867	102,168	-8,301	-8	204,331
EXPENSES					
TOTAL ADMINISTRATIVE EXPENSES	9,958	11,142	1,184	11	22,283
TOTAL UTILITY EXPENSES	43,078	43,266	188	0	86,539
TOTAL MAINTENACE EXPENSES (2,3)	22,623	18,618	-4,005	-22	37,220
TOTAL GENERAL EXPENSES (4)	2,957	1,422	-1,535	-108	2,844
TOTAL NON-OPERATING ITEMS	26,900	26,898	-2	0	53,800
TOTAL EXPENSES	105,516	101,346	-4,170	-4	202,686
NET INCOME	-11,648	822	-12,470	-1,517	1,645

(1) Tenant Rents - lower -\$ 8K

(2) Contract Labor higher -\$5K

(3) Supplied lower +\$ 1K, Contact Costs - Higher -\$ 5K

(4) Property Ins Higher -\$ 2K

Budget Comparison

Period = Oct 2022-Mar 2023

Book = Accrual ; Tree = ysi_is

		PTD Actual	PTD Budget	Variance	% Var	Annual
2999-99-999	Revenue & Expenses					
3000-00-000	INCOME					
3199-00-000	NET TENANT INCOME (1)	441,057	305,850	135,207	44	611,709
3999-00-000	TOTAL INCOME	441,057	305,850	135,207	44	611,709
4000-00-000	EXPENSES					
4199-00-000	TOTAL ADMINISTRATIVE EXPENSES (2,3)	56,294	88,188	31,894	36	176,365
4399-00-000	TOTAL UTILITY EXPENSES (4)	49,600	58,248	8,648	15	116,504
4499-00-000	TOTAL MAINTENANCE EXPENSES (5)	77,707	84,348	6,641	8	168,682
4599-00-000	TOTAL GENERAL EXPENSES	20,524	18,816	-1,708	-9	37,626
4899-00-000	TOTAL FINANCING EXPENSES	34,248	34,248	0	0	68,500
5999-00-000	TOTAL NON-OPERATING ITEMS (6)	0	20,262	20,262	100	40,519
8000-00-000	TOTAL EXPENSES	238,373	304,110	65,737	22	608,196
9000-00-000	NET INCOME	202,684	1,740	200,944	11,549	3,513

(1) Higher Tenant Assistance Pmts +\$ 133K, Tenat Rents +\$ 3K, Other Inc -\$ 1K

(2) Vacant staff positions +\$ 17K, Lower Benefit costs +\$ 6K

(3) Legal Exp Lower +\$ 8K

(4) Utility Invoices not received +\$ 9K

(5) Maint. Salary & Benefits Lower +\$ 2K, Supplies lower +\$1K, Contract Costs lower +\$ 4K

(6) Fully depreciated at 9/2022, not a cash transaction +\$ 20K

Felix Torres Year Round (.fs-fty)

Budget Comparison

Period = Oct 2022-Mar 2023

Book = Accrual ; Tree = ysi_is

	YTD Actual	YTD Budget	Variance	% Var	Annual
Revenue & Expenses					
INCOME					
NET TENANT INCOME (1)	244,250	283,266	-39,016	-14	566,530
TOTAL OTHER INCOME	50	0	50	N/A	0
TOTAL INCOME	244,300	283,266	-38,966	-14	566,530
EXPENSES					
TOTAL ADMINISTRATIVE EXPENSES (2,3)	25,517	45,492	19,975	44	90,977
TOTAL UTILITY EXPENSES (4)	45,637	50,592	4,955	10	101,175
TOTAL MAINTENACE EXPENSES	54,897	53,346	-1,551	-3	106,679
TOTAL GENERAL EXPENSES (5)	19,378	14,274	-5,104	-36	28,553
TOTAL FINANCING EXPENSES	10,002	10,002	0	0	20,000
TOTAL NON-OPERATING ITEMS	97,735	97,734	-1	0	195,471
TOTAL EXPENSES	253,166	271,440	18,274	7	542,855
NET INCOME	-8,867	11,826	-20,693	-175	23,675

(1) Vacancies -\$ 30K, Rental Assistance -\$ 9K

(2) Benefits costs +\$ 7K, Other Admin +\$ 3K

(3) Telephone expenses +\$ 9K

(4) Utilities Lower +\$ 5K - seasonal fluctuations

(5) Property Ins. Rate increase -\$ 5K

Total Number of Public Housing Units: 421
 Number of Occupied Units: 412
 Number of Vacant Units: 9

Unit ID	Prospective Resident	Move - In Date	Security Deposit Amount
432	NO	Previous prospect cancelled / 250 Selected From Waitinglist	\$500.00
473	YES	05/30/23	\$300.00
242	NO	250 Selected From Waitinglist / Pending unit turnover	\$300.00
238	YES	Pending unit turnover	\$500.00
69	YES	Pending unit turnover	\$300.00
214	NO	250 Selected From Waitinglist / Pending unit turnover	\$500.00
397	YES	Pending unit turnover	\$500.00
88	YES	Pending unit turnover	\$500.00
1210	YES	Pending unit turnover	\$500.00

Indicators

Sub-Indicator #1	Performance Scoring	Nov	Dec	Jan	Feb	Mar	Apr
Lease Up Days		22	51	66	117	122	128
Average Lease Up Days		11	9	8	8	7	6
Make Ready Time		37	114	150	276	365	452
Average Make Ready Days		19	19	19	20	20	22
Down Days		10	29	35	33	38	39
Average Down Days		5	5	4	2	2	2
Total # Vacant Units Turned		2	6	8	14	18	21
Total # Turn Around Days		69	194	251	426	525	619
Average Turn Around Days (To Date)	A = 0-20 B = 21-25 C = 26-30 D = 31-40 F = more than 50	35	32	31	30	29	29

STAFF REPORT

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

FROM: Melina Frederick, Director of Development & Asset Management

DATE: May 16, 2023

SUBJECT: Update on Migrant Center Broadband Internet Access

On March 2023 Board of Commissioners meeting, it was reported that the Office of Migrant Services (OMS) announced that a grant had been awarded to OMS in the amount of \$6 billion for the installation and management of fiber optic broadband internet services for the 24 Migrant Center camps located in California.

The Housing Authority of the County of Merced (Authority) issued Request for Proposals (RFP) on March 17, 2023, soliciting internet service providers for services needed to provide gigabit fiber optic internet at each of the four (4) Migrant Centers in Atwater, Merced, Planada, and Los Banos. The work includes but is not limited to: trenching for the routing of fiber optic cables, installation of network equipment within the center, installation of wireless access points, and a flat rate internet service plan for up to three (3) years.

The Authority sought sealed proposals as required by the Authority's procurement policy by conducting wide-spread advertising both electronically and physically as well as sending notifications and proposal packets to the local Central Valley Builders Exchange. Proposals were received on April 12th. The Authority's recommendation has been submitted to OMS. OMS is currently in the process of conducting their final review and is expected to provide their award recommendation to the Authority which will be presented to the Board of Commissioners June 2023 meeting.



U.S. Department of Housing and Urban Development

OFFICE OF PUBLIC AND INDIAN HOUSING
REAL ESTATE ASSESSMENT CENTER

Public Housing Assessment System (PHAS) Score Report for Interim

Report Date: 05/05/2023

PHA Code:	CA023
PHA Name:	County of Merced Housing Authority
Fiscal Year End:	09/30/2022

PHAS Indicators	Original Score	Adjustment	Net Score	Maximum Score
Physical	35	0	35	40
Financial	25	0	25	25
Management	19	2	21	25
Capital Fund	10	0	10	10
Late Penalty Points	-	0	0	
PHAS Adjustment	-	0	0	
PHAS Total Score	89	2	91	100
Designation Status:			High Performer	

Published 05/05/2023

Initial published 05/05/2023

Financial Score Details	Score	Maximum Score
Submission Type: Unaudited/Single Audit		
1. FASS Score before deductions	25.00	25
2. Audit Penalties	0.00	
Total Financial Score Unrounded (FASS Score - Audit)	25.00	25

Capital Fund Score Details	Score	Maximum Score
Timeliness of Fund Obligation:		
1. Timeliness of Fund Obligation %	90.0	
2. Timeliness of Fund Obligation Points	5	5
Occupancy Rate:		
3. Occupancy Rate %	97.39	
4. Occupancy Rate Points	5	5
Total Capital Fund Score (Fund Obligation + Occupancy Rate):	10	10

Notes:

- The scores in this Report are the official PHAS scores of record for your PHA. PHAS scores in other systems are not to be relied upon and are not being used by the Department.
- Due to rounding, the sum of the PHAS indicator scores may not equal the overall PHAS score.
- "0" FASS Score indicates a late presumptive failure. See 902.60 and 902.92 of the Interim PHAS rule.
- "0" Total Capital Fund Score is due to score of "0" for Timeliness of Fund Obligation. See the Capital Fund
- PHAS Interim Rule website - <http://www.hud.gov/offices/reac/products/prodphasinrule.cfm>