

AGENDA

BOARD OF COMMISSIONERS HOUSING AUTHORITY OF THE COUNTY OF MERCED

Regular Meeting
Tuesday, July 25, 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
Marilyn Scorby

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 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.

III. PUBLIC HEARING

1. Public Housing Agency Annual Plan

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

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



V. APPROVAL OF THE FOLLOWING MEETING MINUTES

- 1. June 27, 2023 Regular Meeting (M/S/C): ____/____/____

VI. CONSENT CALENDAR:

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

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

VII. INFORMATION/DISCUSSION ITEM(S)

None

VIII. EXECUTIVE DIRECTOR REPORT

- 1. Strategic Planning Meeting Update
- 2. Investment Update

IX. WRITTEN CORRESPONDENCE

None

X. RESOLUTION ITEM(S)

- 1. **Resolution No. 2023-17:** Approving the PHA Annual Plan Fiscal Year 2023 for submission to the Department of Housing & Urban Development.

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

- 2. **Resolution No. 2023-18:** Approving the revisions to the Public Housing Admissions and Continued Occupancy Policy (ACOP).

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

- 3. **Resolution No. 2023-19:** Approving the revisions to the Housing Choice Voucher Program Administrative Plan.

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

- 4. **Resolution No. 2023-20:** Approving the Operational Budget for Fiscal Year 2023-2024.

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

XI. ACTION ITEM(S)

None

XII. COMMISSIONER'S COMMENTS



XIII. CLOSED SESSION ITEM(S)

1. Conference with Legal Counsel – Existing Litigation (§ 54956.9)

Case Name Unspecified: (1 Case) Disclosure of case details would jeopardize service of process

XIV. ADJOURNMENT

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



MINUTES
BOARD OF COMMISSIONERS
HOUSING AUTHORITY OF THE COUNTY OF MERCED

Regular Meeting
Tuesday, June 27, 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
Hub Walsh, Vice-Chair
Evelyn Dorsey
Diana Odom Gunn
Marilyn Scorby

Commissioners Absent:

Robert Dylina

Chairperson Osorio declared there was a quorum present.

Chairperson Osorio presented Commissioner Scorby to the Board and Commissioner Scorby proceeded to share some of her background.

Staff Present:

Rosa Vazquez, Executive Director/Board Secretary
David Ritchie, Legal Counsel
Blanca Arrate, Director of Housing Programs
Tracy Jackson, Director of Housing Programs
Melina Frederick, Director of Procurement & Asset Management
Maria F. Alvarado, Board Clerk & HR Manager

Others Present:

Mary McWatters, Business Agent AFSCME

II. **UNSCHEDULED ORAL COMMUNICATION**

Mary McWatters, Business Agent for AFSCME was in attendance to present to speak on a few topics. The first matter pertained to retiree Celso Garcia and the Authority's lack of recognition for his service. Subsequently, Mrs. McWatters presented the Board with a formal complaint which she stated contained serious allegations of nepotism, favoritism, fraud, and misuse of public funds all of which can jeopardize the Authority's funding. A copy of the complaint presented has been submitted to the Grand Jury and Mrs. McWatters requests that an independent investigation be conducted as this matter should not be swept under the rug.



Legal Counsel Ritchie noted that he contacted Mrs. McWatters on May 31st when the Authority received an anonymous complaint to inquire about any previous complaints she might have received as he was investigating the matter. At that time no information was produced. Communications continued until June 2nd when Mrs. McWatters notified Mr. Ritchie of something she was working on and would present. With this information now in hand a prompt and thorough investigation will be conducted and the results will be presented to the Board for further direction.

Mrs. McWatters commented on Mr. Ritchie's comments noting that the complaint was ready to be presented at the June 20th meeting but the meeting was canceled. Secondly, she stated the Authority was already aware of some of the allegations. Mrs. McWatters did not share what this complaint was about as Mr. Ritchie did not share what the complaint he was investigating was about and also because it would get swept under the rug.

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

Executive Director Vazquez requested to modify Item IX. The Authority was presented with the budgets for the four migrant centers after the publishing of the agenda. Due to the importance and urgency of the approval of the budgets it was requested that they be presented for approval.

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

IV. APPROVAL OF THE FOLLOWING MEETING MINUTES

1. May 16, 2023, Regular Meeting

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

V. CONSENT CALENDAR

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

(M/S/C): Commissioner Walsh/Commissioner Scorby/Motion Passed

VI. INFORMATION AND DISCUSSION ITEM(S)

1. A Staff Report providing departmental updates for the Human Resources, Clerk of the Board and Development departments was provided with the packet. A recap of the information provided was had. Vice-Chair Walsh asked if a response or submission to the RFP would result in an automatic voucher award and the answer to that was no. Respondents must meet the evaluation



criteria in order to received Project-Based Vouchers. Chairperson Osorio had a question regarding the vacant positions and backfilling. The Board was notified that the Authority is currently backfilling the vacant positions with temporary staff until the positions are permanently filled.

VII. EXECUTIVE DIRECTOR REPORT

1. Executive Director Vazquez informed the Board that as of June 13th the ten Joe Serna units being utilized for the Emergency Shelter Program were vacated. County Supervisor Espinoza was present when the Authority, Catholic Charities, and HSA were meeting with the two families who refused to move out. After discussion, the two families were given additional resources and supportive services for them will continue.
2. The Authority is concluding work on the Annual Plan which includes the HCV – Administrative Plan and PH – ACOP. If the Board has any comments regarding the plan they can be submitted to the Clerk of the Board. The resolution for submission approval will be presented at next month’s meeting. Commissioner Odom Gunn suggested that the Authority include information on who and how to contact the Authority more clearly identifiable.
3. Executive Director Vazquez commented on the operating budget the Authority develops and will submit to HUD for approval. Because Finance Officer Milgrom is not present if there are any questions related to the budget, she asks that they be submitted via email so they can be answered upon his return.

VIII. WRITTEN CORRESPONDENCE

None

IX. RESOLUTIONS ITEM(S)

1. **Resolution No. 2023-09:** Awarding the Los Banos Broadband Internet Installation contract to Spectrum Enterprise and authorize the Executive Director, Rosa Vazquez, to sign or take any other action necessary to carry out the completion of the work.

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

2. **Resolution No. 2023-10:** Awarding the Atwater Broadband Internet Installation contract to Spectrum Enterprise and authorize the Executive Director, Rosa Vazquez, to sign or take any other action necessary to carry out the completion of the work.

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



3. **Resolution No. 2023-11:** Awarding the Merced Broadband Internet Installation contract to Spectrum Enterprise and authorize the Executive Director, Rosa Vazquez, to sign or take any other action necessary to carry out the completion of the work.

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

4. **Resolution No. 2023-12:** Awarding the Planada Broadband Internet Installation contract to Spectrum Enterprise and authorize the Executive Director, Rosa Vazquez, to sign or take any other action necessary to carry out the completion of the work.

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

5. **Resolution No. 2023-13:** Approving and authorizing execution of Operation and Maintenance Contract between the California Department of Housing and Community Development and the Housing Authority of The County of Merced Contract 23-OMS-17843 for the Merced Migrant Center.

(M/S/C): Commissioner Walsh/Commissioner Scorby/Motion Passed

6. **Resolution No. 2023-14:** Approving and authorizing execution of Operation and Maintenance Contract between the California Department of Housing and Community Development and the Housing Authority of The County of Merced Contract 23-OMS-17833 for the Atwater Migrant Center.

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

7. **Resolution No. 2023-15:** Approving and authorizing execution of Operation and Maintenance Contract between the California Department of Housing and Community Development and the Housing Authority of The County of Merced Contract 23-OMS-17838 for the Felix Torres Migrant Center.

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

8. **Resolution No. 2023-16:** Approving and authorizing execution of Operation and Maintenance Contract between the California Department of Housing and Community Development and the Housing Authority of The County of Merced Contract 23-OMS-17848 for the Rafael Silva/Los Banos Migrant Center.

(M/S/C): Commissioner Scorby/Commissioner Walsh/Motion Passed

X. ACTION ITEM(S)

None

XI. COMMISSIONER'S COMMENTS

Commissioner Odom Gunn commented on the Juneteenth celebration held by the County of Merced and noted that it was a wonderful event for the community.



Vice-Chair Walsh thanked staff for the information presented and wished everyone a safe Fourth of July.

Commissioner Dorsey noted it was a pleasure to meet Commissioner Scorby.

Commissioner Scorby thanked the Board for their welcome.

Chairperson Osorio notified the Board that the strategic planning meeting will be held on August 9th/10th. He also thanked staff for their work and the positive resolution to the Emergency Housing Shelter Program. Additionally, he requested that former staff member Celso Garcia be contacted.

CLOSED SESSION ITEM(S)

The Board of Commissioners went into closed session at 1:07 p.m. The following people were present:

Board Members

Rick Osorio, Chairperson
Hub Walsh, Vice-Chair
Evelyn Dorsey
Diana Odom Gunn
Marilyn Scorby

Others Present

David Ritchie, Legal Counsel

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

2. **Conference with Legal Counsel – Existing Litigation (§ 54956.9)**
Name of Case: (4 Cases)
Merced County Sup. Ct. Case No. 22CV-03826
Merced County Sup. Ct. Case No. 23CV-01977
Merced County Sup. Ct. Case No. 23CV-01507
Merced County Sup. Ct. Case No. 23CV-01818
Case Name Unspecified: (2 Cases) Disclosure of case details would jeopardize service of process

The Board returned to Regular Session at 2:07 p.m. and no reportable action. Direction was given to staff.

XII. ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 2:07 p.m.

Chairperson Signature

Date: July 18, 2023

Secretary Signature

Date: July 18, 2023



Aged Receivables Report as for 06/2023 - As of 07-12-2023

Property	0 - 30 days	31-60 days	61 - 90 days	Over 90 days	Total Unpaid Charges	Balance
AMP 1						
ca023001 PH - Merced	4,622.50	1,485.00	660.00	5,837.40	12,604.90	12,604.90
ca023010 PH - Merced	504.00	131.76	117.32	3,892.21	4,645.29	4,645.29
ca023013 PH - Merced Sr	184.35	175.00	75.00	41.35	475.70	475.70
ca023021 PH - Acquisition	0.00	0.00	0.00	-25.00	-25.00	-25.00
ca023023 PH - Acquisition	0.00	0.00	0.00	-25.00	-25.00	-25.00
AMP 1 TOTALS	5,310.85	1,791.76	852.32	9,720.96	17,675.89	17,675.89
AMP 2						
CA023003 PH - Atwater - Cameo	1,564.00	864.00	864.00	2,694.45	5,986.45	5,986.45
ca023006 PH - Livingston	3,704.99	1,941.00	999.99	5,608.95	12,254.93	12,254.93
012a PH - Atwater	958.00	800.00	919.00	10,903.82	13,580.82	13,580.82
012b PH - Winton	25.00	25.00	25.00	473.00	548.00	548.00
AMP 2 TOTALS	6,251.99	3,630.00	2,807.99	19,680.22	32,370.20	32,370.20
AMP 3						
ca023002 PH - Los Banos	437.00	72.00	-287.00	86.59	308.59	308.59
ca023004 PH - Los Banos - Abby, B, C & D	1,025.97	334.14	665.00	1,615.38	3,640.49	3,640.49
ca023005 PH - Dos Palos - West Globe	1,019.00	738.00	132.21	1,480.94	3,370.15	3,370.15
ca023011 PH - Los Banos - J & K St	38.00	38.00	65.24	167.00	308.24	308.24
012c PH - Dos Palos - Alleyne	-100.00	50.00	50.00	150.82	150.82	150.82
012d PH - Dos Palos - Globe	331.00	0.00	0.00	-87.00	244.00	244.00
AMP 3 TOTALS	2,750.97	1,232.14	625.45	3,413.73	8,022.29	8,022.29
AMP 4						
ca023024 PH 1st Street	230.00	-227.00	0.00	-255.00	-252.00	-252.00
AMP 4 TOTALS	230.00	-227.00	0.00	-255.00	-252.00	-252.00
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	686.00	378.00	-26.00	-84.51	953.49	953.49
pbc - dp	133.00	-85.00	-117.00	-241.72	-310.72	-310.72
pbc - mid	4,676.99	2,784.00	3,089.00	12,182.22	22,732.21	22,732.21
VALLEY VIEW TOTALS	5,495.99	3,077.00	2,946.00	12,055.99	23,574.98	23,574.98
FELIX TORRES YEAR ROUND						
ft.yr Felix Torres Year Round Center	5,742.00	3,330.82	-228.00	2,551.00	11,395.82	11,395.82
FELIX TORRES YEAR ROUND TOTALS	5,742.00	3,330.82	-228.00	2,551.00	11,395.82	11,395.82
HOUSING AUTHORITY TOTALS	25,781.80	12,834.72	7,003.76	47,166.90	92,787.18	92,787.18

Housing Authority of the County of Merced

Financial Statement - AMP 1 (.fs-amp1)

Budget Comparison

Period = Oct 2022-May 2023

	YTD Actual	YTD Budget	Variance	% Var	Annual
Revenue & Expenses					
INCOME					
NET TENANT INCOME (1,2,3,4)	575,804	487,048	88,756	29	730,567
TOTAL GRANT INCOME (5)	469,609	424,752	44,857	11	637,125
TOTAL INCOME	1,045,413	911,800	133,613	15	1,367,692
EXPENSES					
TOTAL ADMINISTRATIVE EXPENSES (6,7,8)	304,234	287,744	-16,490	-6	431,612
TOTAL TENANT SERVICES EXPENSES	1,761	1,136	-625	-55	1,700
TOTAL UTILITY EXPENSES (9)	149,172	161,784	12,612	8	242,674
TOTAL MAINTENACE EXPENSES (10,11,12)	238,106	252,344	14,238	6	378,499
TOTAL GENERAL EXPENSES (13,14)	108,088	89,688	-18,400	-21	134,544
TOTAL HOUSING ASSISTANCE PAYMENTS	3,112	3,336	224	7	5,000
TOTAL FINANCING EXPENSES	26,664	26,664	0	0	40,000
TOTAL NON-OPERATING ITEMS	25,144	25,144	0	0	37,716
TOTAL EXPENSES	856,281	847,840	-8,441	10	1,271,745
NET INCOME	189,132	63,960	125,172	196	95,947

- (1) Tenant Rents up +\$79K over Budget
- (2) Tenant Legal Fees \$53K -(Not Included above - Costs charged to 7 tenants)
- (3) Previously written off Tenant owed fees - recovered +\$ 3K
- (4) Late Charges +\$ 7K (Not budgeted due to COVID)
- (5) Grant Inc. up +\$45K
- (6) Salary and Benefit Exp +\$18K, Benefits +\$ 2K
- (7) Legal is over - \$29K, Misc. Admin. -\$ 12K -(Temp Labor -\$ 15K)
- (8) Mangement Fees -\$3K
- (9) Sewer & Water - timeing on invoices +\$11K
- (10) Maint. Salary Exp. +\$ 7K, Benefits -\$ 4K
- (11) Maint. Costs Supplies +\$ 9K - timing on order supplies
- (12) Contract Costs -\$10K - Un-planned unit enviornmental cleaning expenses
- (13) Payments in Lieu of Taxes up - \$89K (higher income)
- (14) Ins. Prem. Higher -\$12K, W/C =\$ 2K

Housing Authority of the County of Merced

Financial Statement - AMP 2 (.fs-amp2)

Budget Comparison

Period = Oct 2022-May 2023

	YTD Actual	YTD Budget	Variance	% Var	Annual
Revenue & Expenses					
INCOME					
NET TENANT INCOME (1,2,3,4)	408,889	394,920	14,337	26	592,378
TOTAL GRANT INCOME (5)	314,818	270,928	43,890	16	406,391
TOTAL INCOME	723,707	665,848	58,227	9	998,769
EXPENSES					
TOTAL ADMINISTRATIVE EXPENSES (6)	186,318	200,824	14,506	7	301,227
TOTAL TENANT SERVICES EXPENSES	1,370	1,064	-306	-29	1,600
TOTAL UTILITY EXPENSES (7)	143,044	148,392	5,348	4	222,595
TOTAL MAINTENACE EXPENSES (8,9)	226,433	209,720	-16,713	-8	314,552
TOTAL GENERAL EXPENSES (10,11)	80,849	67,864	-12,985	-19	101,801
TOTAL HOUSING ASSISTANCE PAYMENTS	1,553	752	-801	-107	1,125
TOTAL FINANCING EXPENSES	12,760	12,760	0	0	19,145
TOTAL NON-OPERATING ITEMS (12)	0	47,584	47,584	100	71,372
TOTAL EXPENSES	652,327	688,960	36,633	5	1,033,417
NET INCOME	71,380	-23,112	94,860	410	-34,648

- (1) Tenant Rents +\$ 10K
- (2) Late Charges +\$ 4K (not included as a budgeted item - COVID)
- (3) Tenant Legal Fees (+\$22K - Not Included above - Costs charged to 6 tenants)
- (4) Misc. Tenant Inc. (Not Included above - \$67,204.25 - Work Order and Labor for Restoration est. fire damage)
- (5) HUD PHA Subsidy +\$ 44K
- (6) Admin - Salary +\$ 13K, Legal Exp. -\$2K, Other Admin +\$ 5K
- (7) Utilities - Water/Sewer +\$ 13K, Elect./Gas -\$ 10K, Garbage +\$ 2K
- (8) Maint. Salary & Benefits Exp. -\$13K, On Call Serv. -\$ 15K
- (9) Material Exp. +\$ 17K - Timing on ordering supplies
- (9) Contract Costs -\$ 5K, (-\$ 11K in Plumbing)
- (10) Property Ins. Rate increase -\$ 8K
- (11) Payments in Lieu -\$ 5K - Higher Incomd
- (12) Fully depreciated at 9/2022, not a cash item +\$48K

Housing Authority of the County of Merced

Financial Statement - AMP 3 (.fs-amp3)

Budget Comparison

Period = Oct 2022-May 2023

	YTD Actual	YTD Budget	Variance	% Var	Annual
Revenue & Expenses					
INCOME					
NET TENANT INCOME (1,2)	426,653	400,416	26,237	7	600,630
TOTAL GRANT INCOME (3)	321,596	285,384	36,212	13	428,073
TOTAL INCOME	753,674	685,800	67,874	10	1,028,703
EXPENSES					
TOTAL ADMINISTRATIVE EXPENSES (4,5)	179,615	220,952	41,337	19	331,431
TOTAL TENANT SERVICES EXPENSES	266	728	462	63	1,100
TOTAL UTILITY EXPENSES (6)	114,057	121,392	7,335	6	182,080
TOTAL MAINTENANCE EXPENSES (7,8,9)	159,584	226,392	66,808	30	339,592
TOTAL GENERAL EXPENSES (10)	80,416	71,304	-9,112	-13	106,956
TOTAL HOUSING ASSISTANCE PAYMENTS	2,720	1,000	-1,720	-172	1,500
TOTAL FINANCING EXPENSES	11,336	11,336	0	20	17,000
TOTAL NON-OPERATING ITEMS (11)	0	38,952	38,952	100	58,425
TOTAL EXPENSES	547,994	692,056	144,062	21	1,038,084
NET INCOME	205,680	-6,256	211,936	3,388	-9,381

- (1) Tenant Rent +\$ 21K, Late Charges +\$ 4K (not budgeted - COVID)
- (2) Tenant Legal +\$ 5K (Not Included above - One tenant)
- (3) Grant Subsidy +\$ 36K
- (4) Salaries & Benefits +\$ 27K
- (5) Legal +\$ 6K, Consultants +\$ 2K, Temp Labor \$ 11K
- (6) Water & Sewer +\$ 16K, Garbage -\$ 12K, Electricity +\$ 3K
- (7) Maintenance Salary +\$ 28K & Benefits Lower +\$ 13K
- (8) Supplies Maintenance Lower +\$17K - Timing of repairs and Maint.
- (9) Contract Costs Lower +\$9K, Timing of Contract repairs and Maint.
- (10) Property Ins. Rate increase -\$ 10K
- (11) Fully depreciated at 9/2022, not a cash item +\$39K

Housing Authority of the County of Merced

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

Budget Comparison

Period = Oct 2022-May 2023

	YTD Actual	YTD Budget	Variance	% Var	Annual
Revenue & Expenses					
INCOME					
NET TENANT INCOME (1,2)	18,289	12,032	6,257	52	18,051
TOTAL GRANT INCOME (3)	17,264	16,512	752	5	24,767
TOTAL INCOME	35,553	28,544	7,009	12	42,818
EXPENSES					
TOTAL ADMINISTRATIVE EXPENSES	7,310	8,200	890	11	12,372
TOTAL UTILITY EXPENSES	4,385	5,344	959	18	8,023
TOTAL MAINTENACE EXPENSES	4,522	4,424	-98	-2	6,667
TOTAL GENERAL EXPENSES	3,074	2,240	-834	-37	3,341
TOTAL HOUSING ASSISTANCE PAYMENTS	0	64	64	100	100
TOTAL FINANCING EXPENSES	564	664	0	0	1,000
TOTAL NON-OPERATING ITEMS	31,838	31,840	2	0	47,757
TOTAL EXPENSES	51,693	52,776	983	7	79,260
NET INCOME	-16,140	-24,232	7,992	33	-36,442

(1) Tenant Rent +\$5K

(2) Tenant Work orders +\$ 1K

(3) Grant Income +\$ 1K

Housing Authority of the County of Merced

All HCV Properties with Sub (.fs-hcvs)

Budget Comparison

Period = Oct 2022-May 2023

	PTD Actual	PTD Budget	Variance	% Var	Annual
Revenue & Expenses					
INCOME					
NET TENANT INCOME	225	0	225	N/A	0
TOTAL GRANT INCOME (1,2)	15,393,421	16,211,360	-817,939	-5	24,317,038
TOTAL OTHER INCOME	654	1,008	-354	-35	1,500
TOTAL INCOME	15,394,300	16,212,368	-818,068	-5	24,318,538
EXPENSES					
TOTAL ADMINISTRATIVE EXPENSES (3,4,5,6,7,8)	1,093,118	1,276,192	183,074	14	1,914,309
TOTAL TENANT SERVICES EXPENSES	3,015	0	-3,015	N/A	0
TOTAL UTILITY EXPENSES	0	160	160	100	250
TOTAL MAINTENACE EXPENSES (9)	1,241	16,048	14,807	92	24,075
TOTAL GENERAL EXPENSES (10,11)	34,792	45,472	10,680	23	68,213
TOTAL HOUSING ASSISTANCE PAYMENTS (12,13)	13,841,167	14,764,696	923,529	6	22,147,040
TOTAL FINANCING EXPENSES	48,368	48,368	0	0	72,550
TOTAL EXPENSES	15,021,701	16,150,936	1,129,235	8	24,226,437
NET INCOME	372,599	61,432	311,167	656	92,101

- (1) Lower HAP from HUD -\$827K (but we did receive additional funding of \$442K)
- (2) Higher Admin Fees +\$ 9K
- (3) Lower Salaries +\$ 107K & Benefits Costs +\$30K
- (4) Lower Management and Bookkeeping Fees +\$ 75K
- (5) Fewer inspections during the year +\$ 22K
- (6) Misc. Admin. Exp. Lower +\$ 1K
- (7) Higher Temp. Labor Exp. -\$ 72K
- (8) Misc. Admin. Exp. Section 8, -\$ 30K - not budgeted
- (9) Lower Contract Costs +\$ 14K, Timing of Contract repairs and Maint.
- (10) Lower Workman's Comp. Exp. +\$ 4K
- (11) Lower Port-out admin fees +\$ 24K
- (12) Lower HAP issued +\$ 961K
- (13) FSS Escrow higher -\$ 11K

Housing Authority of the County of Merced

Central Office Cost Center (cocc)

Budget Comparison

Period = Oct 2022-May 2023

	YTD Actual	YTD Budget	Variance	% Var	Annual
Revenue & Expenses					
INCOME					
TOTAL OTHER INCOME (1,2,3)	634,719	856,744	-222,025	-26	1,285,110
TOTAL INCOME	634,719	856,744	-222,025	-26	1,285,110
EXPENSES					
TOTAL ADMINISTRATIVE EXPENSES (4,5,6,7)	724,514	687,360	-37,154	-9	1,031,052
TOTAL TENANT SERVICES EXPENSES	1,751	0	-1,751	N/A	0
TOTAL UTILITY EXPENSES	29,738	32,392	2,654	8	48,581
TOTAL MAINTENACE EXPENSES (8)	40,699	57,472	16,773	29	86,200
TOTAL GENERAL EXPENSES (9)	22,632	19,032	-3,600	-19	28,548
TOTAL FINANCING EXPENSES	50,000	50,000	0	0	75,000
TOTAL NON-OPERATING ITEMS	5,249	5,248	-1	0	7,873
TOTAL EXPENSES	874,583	851,504	-23,079	-3	1,277,254
NET INCOME	-239,864	5,240	-245,104	-8,817	7,856

- (1) Lower Mgmt. and Bookkeeping Fees from HCV -\$79K
- (2) Asset Mgt Fee book at the end of the year -\$ 33K
- (3) Admin Fee to be booked as Cap Projects are completed -\$ 110K, Plus OMS project Fees to be added over \$100K
- (4) Admin Salary -\$ 8K & Benefits Higher -\$ 16K
- (5) Legal Fees Higher -\$58K (union Negotiations - plus special cases)
- (6) Admin Misc. Exp Lower +\$ 23K
- (7) Admin Other Exp Lower +\$ 23K
- (8) Supplies hihger - \$ 3K, lower Contract Costs +\$20K, 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-May 2023

	YTD Actual	YTD Budget	Variance	% Var	Annual
Revenue & Expenses					
INCOME					
NET TENANT INCOME (1)	48,506	47,056	1,450	3	70,588
TOTAL OTHER INCOME (2)	182,799	187,360	-4,561	-2	281,046
TOTAL INCOME	231,305	234,416	-3,111	-1	351,634
EXPENSES					
TOTAL ADMINISTRATIVE EXPENSES (3,4)	49,141	52,416	3,275	6	78,610
TOTAL UTILITY EXPENSES	68	1,072	1,004	94	1,600
TOTAL MAINTENACE EXPENSES (5)	0	7,784	7,784	100	11,682
TOTAL GENERAL EXPENSES	14,443	14,088	-355	-3	21,148
TOTAL FINANCING EXPENSES	102,664	102,664	0	0	154,000
TOTAL NON-OPERATING ITEMS	2,292	2,288	-4	0	3,438
TOTAL EXPENSES	168,608	180,312	11,704	6	270,478
NET INCOME	62,697	54,104	8,593	16	81,156

(1) Tenant Rents +\$ 1K

(2) Management Fee Lower -\$ 5K

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

(4) Legal Fees lower +\$ 2K, Consultant fees Lower +\$ 4K

(5) Contract Cost Lower +\$ 7K, Timing of Contract repairs and Maint.

Housing Authority of the County of Merced

Obanion Learning Center (obanion)

Budget Comparison

Period = Oct 2022-May 2023

	YTD Actual	YTD Budget	Variance	% Var	Annual
Revenue & Expenses					
INCOME					
NET TENANT INCOME (1)	143,228	136,224	7,004	5	204,331
TOTAL INCOME	<u>143,228</u>	<u>136,224</u>	<u>7,004</u>	<u>5</u>	<u>204,331</u>
EXPENSES					
TOTAL ADMINISTRATIVE EXPENSES	15,421	14,856	-565	-4	22,283
TOTAL UTILITY EXPENSES (2)	55,695	57,688	1,993	3	86,539
TOTAL MAINTENACE EXPENSES (3)	27,844	24,824	-3,020	-12	37,220
TOTAL GENERAL EXPENSES (4)	3,943	1,896	-2,047	-108	2,844
TOTAL NON-OPERATING ITEMS	35,867	35,864	-3	0	53,800
TOTAL EXPENSES	<u>138,770</u>	<u>135,128</u>	<u>-3,642</u>	<u>-3</u>	<u>202,686</u>
NET INCOME	<u><u>4,458</u></u>	<u><u>1,096</u></u>	<u><u>3,362</u></u>	<u><u>307</u></u>	<u><u>1,645</u></u>

(1) Tenant Rents - higher -\$ 1K, Tenant Utilities +\$ 6K

(2) Water/Sewer -\$ 5K, Garbage/Trash +\$ 7K, Elect.&Gas -\$ 6K

(3) Supplied lower +\$ 1K, Contact Costs - Higher -\$ 4K (Appliance -\$ 3K, Electrical -\$ 2K - Dishwasher not budgeted)

(4) Property Ins Higher -\$ 2K

Housing Authority of the County of Merced

Financial Stmt - Valley View (.fs-vv)

Budget Comparison

Period = Oct 2022-May 2023

	PTD Actual	PTD Budget	Variance	% Var	Annual
Revenue & Expenses					
INCOME					
NET TENANT INCOME (1)	585,907	407,800	178,107	44	611,709
TOTAL INCOME	585,907	407,800	178,107	44	611,709
EXPENSES					
TOTAL ADMINISTRATIVE EXPENSES (2,3)	75,911	117,584	41,673	35	176,365
TOTAL UTILITY EXPENSES (4)	65,620	77,664	12,044	16	116,504
TOTAL MAINTENACE EXPENSES (5)	109,317	112,464	3,147	3	168,682
TOTAL GENERAL EXPENSES (6)	27,011	25,088	-1,923	-8	37,626
TOTAL FINANCING EXPENSES	45,664	45,664	0	0	68,500
TOTAL NON-OPERATING ITEMS (7)	2,598	27,016	24,418	90	40,519
TOTAL EXPENSES	326,121	405,480	79,359	20	608,196
NET INCOME	259,786	2,320	257,466	11,098	3,513

- (1) Higher Tenant Assistance Pmts +\$ 174K, Tenat Rents +\$ 4K
- (2) Vacant staff positions +\$ 23K, Lower Benefit costs +\$ 7K
- (3) Legal Exp Lower +\$ 10K
- (4) Utility Invoices not rec. +\$ 12K (Water/Sewer +\$ 7K, Garbage/Trash +\$ 6K, Elect/Gas -\$ 2K)
- (5) Maint. Salary & Benefits Lower +\$ 7K, Supplies higher -\$ 5K, Contract Costs lower +\$ 1K
- (6) Insurance -\$ 2K
- (6) Fully depreciated at 9/2022 +24K (Recent improvments started deprec. Of \$2,598 CO2 install)

Housing Authority of the County of Merced

Felix Torres Year Round (.fs-fty)

Budget Comparison

Period = Oct 2022-May 2023

	YTD Actual	YTD Budget	Variance	% Var	Annual
Revenue & Expenses					
INCOME					
NET TENANT INCOME (1,2)	330,488	377,688	-47,200	-12	566,530
TOTAL OTHER INCOME	59	0	59	N/A	0
TOTAL INCOME	330,547	377,688	-47,141	-12	566,530
EXPENSES					
TOTAL ADMINISTRATIVE EXPENSES (3,4)	37,261	60,656	23,395	39	90,977
TOTAL UTILITY EXPENSES (5)	56,654	67,456	10,802	16	101,175
TOTAL MAINTENACE EXPENSES (6,7)	121,392	71,128	-50,264	-71	106,679
TOTAL GENERAL EXPENSES (8)	25,940	19,032	-6,908	-36	28,553
TOTAL FINANCING EXPENSES	13,336	13,336	0	0	20,000
TOTAL NON-OPERATING ITEMS	130,314	130,312	-2	0	195,471
TOTAL EXPENSES	384,897	361,920	-22,977	-21	542,855
NET INCOME	-54,350	15,768	-70,118	-780	23,675

- (1) Vacancies -\$ 37K, Rental Assistance -\$ 12K
- (2) Work orders +\$ 1K and Late Chgs +\$ 1K (Not budgeted due to COVID)
- (3) Benefits costs +\$ 10K, Other Admin +\$ 1K
- (4) Telephone expenses +\$ 12K
- (5) Utilities Lower +\$ 10K - seasonal fluctuations (Water & Sewer)
- (6) Supplies Appliance -\$ 7K, Supplies Plumbing -\$ 9K (should come out of Res.)
- (7) Contract Flooring -\$ 30K (should come out of Res.)
- (8) Property Ins. Rate increase -\$ 7K

Housing Authority of the County of Merced

Financial Stmt - Migrant (.fs-mig)

Budget Comparison

Period = Jul 2022-May 2023

	YTD Actual	YTD Budget	Variance	% Var	Annual
Revenue & Expenses					
INCOME					
Total - Grant Income (1)	1,244,407	1,383,250	138,843	15	1,509,067
TOTAL INCOME	1,244,407	1,383,250	138,843	15	1,509,067
EXPENSES					
Total - Center Personnel (2)	491,760	653,411	161,651	25	712,800
Total - Operating Expenses (3)	441,191	410,509	-30,682	-7	447,900
Total - Maintenance Expenses (4)	41,432	64,768	23,336	36	70,650
Total - Contractor Administration (5)	119,623	116,688	-2,935	-3	127,315
Total - Debt Service and Replacement (6)	150,401	137,874	-12,527	-9	150,402
TOTAL	1,244,407	1,383,250	138,843	10	1,509,067

(1) Zero budget, offset to variance in expenses -\$139K

(2) All positions not fully staffed Salary +\$ 84K, Benefits +\$ 77K

(3) Higher utilities in 2nd year of contract - Net diff. -\$ 31K, (Prop. Ins. -\$ 32K, Utilities -\$3k, Fire Extinguishers -\$ 3K)

(4) General lower supplies and contract expenses +\$23K, Timing of Contract repairs and Maint. Supplies

(5) Timing of expense compared to budget - Audit -\$ 3K

(6) Timing of payments, total yearend expected to be per budget +\$ 12K (Res Trans posted June 23 for -\$ 12K)

Total Number of Public Housing Units: 421
 Number of Occupied Units: 411
 Number of Vacant Units: 10

Unit ID	Prospective Resident	Move - In Date	Security Deposit Amount
242	NO	300 Selected From Waitinglist	\$300.00
238	YES	07/31/23	\$500.00
214	NO	300 Selected From Waitinglist	\$500.00
88	NO	Previous prospect cancelled / 250 Selected From Waitinglist	\$500.00
1210	YES	6/29/2023 - rescheduled to 7/31/23	\$500.00
72	YES	Pending unit turnover	\$500.00
356	NO	Previous prospect declined / 250 Selected From Waitinglist / Pending unit turnover	\$500.00
68	YES	Pending unit turnover	\$300.00
401	YES	Pending unit turnover	\$500.00
135	YES	Pending unit turnover	\$500.00

Indicators

Sub-Indicator #1	Performance Scoring	Jan	Feb	Mar	Apr	May	Jun
Lease Up Days		66	117	122	128	137	129
Average Lease Up Days		8	8	7	6	6	5
Make Ready Time		150	276	365	452	556	599
Average Make Ready Days		19	20	20	22	23	24
Down Days		35	33	38	39	36	34
Average Down Days		4	2	2	2	2	1
Total # Vacant Units Turned		8	14	18	21	24	25
Total # Turn Around Days		251	426	525	619	729	762
Average Turn Around Days (To Date)	A = 0-20 B = 21-25 C = 26-30 D = 31-40 F = more than 50	31	30	29	29	30	30

Special Program Voucher Counts

Voucher Program Name	Funding Source	Allocation	Voucher Under HAP	Vouchers Searching	Referrals Pending Review/ Documentation	Packets needed to fully HAP
Veterans Affairs Supportive Housing (VASH)	HUD Grant	123	104	6	0	13
Emergency Housing Voucher (EHV)	HUD Grant	68	44	17	0	7
Mainstream (MS5)	HUD Grant	26	5	0	64	0
Shelter Plus Care (SPC)	HUD Grant	8	5	0	0	3
Independent Living Program (ILP)	HA Set-Aside	10	7	1	0	2
Family Unification Program (FUP)	HA Set-Aside	27	21	3	0	3
Coordinated Entry System (CES)	HA Set-Aside	150	122	17	4	7
Adult Protective Services (APS)	HA Set-Aside	10	7	3	0	0
Human Services Agency (HSA)	HA Set-Aside	50	6	33	2	9
Tenant Based & Project Based Vouchers	HAP	2494	2197			

STAFF REPORT

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

FROM: Rosa Vazquez, Executive Director

DATE: July 18, 2023

SUBJECT: Recommendation to adopt **Resolution No. 2023-17**, approving the Annual Plan FY 2023 for submission to HUD.

The Quality Housing and Work Responsibility Act of 1998 requires local Housing Authorities to prepare and submit to the U.S. Department of Housing and Urban Development (HUD) a Five Year Plan every fifth year and an Annual Plan every year.

The Housing Authority of the County of Merced (Authority) Annual Plan covers fiscal year 2023–2024.

The Authority Plan must be adopted by the Authority Board of Commissioners after input by assistance housing residents and the general public during a forty-five (45) day comment period.

RECOMMENDATION

I recommend that the Board of Commissioners of the Housing Authority of the County of Merced adopt **Resolution No. 2023-17**, approving the Annual Plan FY 2023 for submission to HUD.

RESOLUTION NO. 2023-17

**APPROVING THE PHA ANNUAL PLAN
FY 2023 FOR SUBMISSION TO HUD**

WHEREAS, the Quality Housing and Work Responsibility Act of 1998 requires local Housing Authorities to prepare and submit to the U.S. Department of Housing and Urban Development (HUD) a Five Year Plan every fifth year, and Annual Plan every year; and

WHEREAS, this Annual Plan covers fiscal year 2023-2024; and

WHEREAS, the Plan is consistent with the Consolidated Plans of the City of Merced and the State of California,

THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the County of Merced do hereby approve the Fiscal Year 2023 Annual Plan for submission to HUD.

The foregoing was introduced at the July 18, 2023, Board meeting of the Board of Commissioners of the Housing Authority of the County of Merced and adopted by the following vote:

Motion:

Second:

Ayes:

Noes:

Absent:

Abstain:

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

Dated: July 18, 2023

STAFF REPORT

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

FROM: Rosa Vazquez, Executive Director

DATE: July 18, 2023

SUBJECT: Recommendation to adopt **Resolution No. 2023-18**, approving the revision of the Public Housing Admissions and Continued Occupancy Policy (ACOP).

The Housing Authority of the County of Merced recognizes the need to review and update its policies to ensure that they are compliant with HUD Regulations and current practice.

At this time, it is necessary to revise all of the Admissions and Occupancy Policy (ACOP). The revisions are needed in order to be consistent and compliant with the HUD 24 CFR language and current practice.

Attached for your review are the proposed revisions.

RECOMMENDATION

I recommend that the Board of Commissioners of the Housing Authority of the County of Merced adopt **Resolution No. 2023-18**, approving the revision of the Public Housing Admissions and Continued Occupancy Policy (ACOP).

RESOLUTION NO. 2023-18

**APPROVING THE REVISIONS OF THE
ADMISSIONS AND CONTINUED OCCUPANCY POLICY (ACOP)**

WHEREAS, it is necessary from time to time to revise the Admissions and Continued Occupancy Policy (ACOP) for the Public Housing Program; and

WHEREAS, the Public Housing Admissions and Continued Occupancy Policy (ACOP) revisions are necessary because of regulation, policy, and procedure changes in the Program and/or local housing needs changing; at this time, it is necessary to revise the entire Public Housing Admissions and Continued Occupancy Policy (ACOP); and

WHEREAS, the changes will ensure that the Housing Authority is compliant with current HUD regulations and has acted responsibly in its administration of the Public Housing Program,

THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the Housing Authority of the County of Merced does approve the attached revisions of the Public Housing Admissions and Continued Occupancy Policy (ACOP).

The foregoing was introduced at the July 18, 2023, Board meeting of the Board of Commissioners of the Housing Authority of the County of Merced and adopted by the following vote:

Motion:

Second:

Ayes:

Nays:

Absent:

Abstain:

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

Dated: July 18, 2023

STAFF REPORT

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

FROM: Rosa Vazquez, Executive Director

DATE: July 18, 2023

SUBJECT: Recommendation to adopt **Resolution No. 2023-19**, Approving Revisions to the Housing Choice Voucher Administrative Plan.

The Housing Authority of the County of Merced recognizes the need to review and update its policies to ensure that they are compliant with HUD Regulations and current practice.

At this time, it is necessary to revise all of the Housing Choice Voucher Administrative Plan.

Attached for your review are the proposed revisions.

RECOMMENDATION

I recommend that the Board of Commissioners of the Housing Authority of the County of Merced adopt **Resolution No. 2023-19**, approving the revisions to the HCV Administrative Plan.

RESOLUTION NO. 2023-19

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

WHEREAS, the Housing Authority of the County of Merced recognizes the need to review and update its policies to ensure that they are compliant with HUD Regulations and current practice;

WHEREAS, at this time it is necessary to revise various portions of the Housing Choice Voucher (HCV) Program Administrative Plan as needed in order to be consistent and compliant with the HUD 24 CFR language and current practice,

THEREFORE, BE IT RESOLVED that the Housing Authority of the County of Merced does hereby adopt **Resolution No. 2023-19**, approving the revisions to the Housing Choice Voucher (HCV) Program Administrative Plan.

The foregoing was introduced at the July 18, 2023, Board meeting of the Board of Commissioners of the Housing Authority of the County of Merced and adopted by the following vote:

Motion:

Second:

Ayes:

Nays:

Absent:

Abstain:

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

Dated: July 18, 2023

STAFF REPORT

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

FROM: Rosa Vazquez, Executive Director

DATE: July 18, 2023

SUBJECT: Recommendation to adopt **Resolution No. 2023-20**, Approving the Operating Budgets for Fiscal Year 2023 – 2024.

Prior to the beginning of each fiscal year, the Housing Authority of the County of Merced (Authority) prepares an operating budget in a manner prescribed by the Department of Housing & Urban Development (HUD). The Authority's Board of Commissioners (Board) was presented a copy of the proposed budgets to the Board for review on June 27, 2023, and hereby attaches it again for review and Board approval.

Once approved, the Authority will submit the complete operating budgets with detailed supporting information and the Board resolution to HUD.

RECOMMENDATION

I hereby recommend that the Board of Commissioners of the Housing Authority of the County of Merced adopt **Resolution No. 2023-20**, approving the Operating Budgets for Fiscal Year 2023 – 2024.

RESOLUTION NO. 2023-20

**HOUSING AUTHORITY OF THE COUNTY OF MERCED BOARD
RESOLUTION APPROVING THE OPERATING BUDGET FOR FISCAL
YEAR 2023 - 2024**

See preprinted Form HUD – 52575 (04/2013)

The foregoing resolution was introduced at the July 18, 2023 Board meeting of the Board of Commissioners of the Housing Authority of the County of Merced and adopted by the following vote:

Motion:

Second:

Ayes:

Nays:

Absent:

Abstain:

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

Dated: July 18, 2023

HOUSING AUTHORITY OF THE COUNTY OF MERCED
SUMMARY BY PROGRAM 2023-24
BUDGET SUMMARY

2023-2024 FISCAL YEAR	PUBLIC HOUSING	HCV	COCC	LANGDON	OBANION	VALLEY VIEW	FELIX TORRES YR	MIGRANT	TOTAL BUDGET	Ttl Bdg't 2022-23	Variance to 2022-23
REVENUES											
TENANT INCOME	2,056,932	-	-	74,428	217,958	231,145	566,530	-	3,146,993	2,725,787	421,206
GRANT INCOME	1,630,088	25,598,890	-	-	-	389,208	-	1,659,751	29,277,937	28,442,734	835,203
OTHER INCOME	9,850	1,500	1,388,076	282,546	-	7,300	1,500	-	1,690,772	1,521,785	168,987
TOTAL REVENUES	3,696,870	25,600,390	1,388,076	356,974	217,958	627,653	568,030	1,659,751	34,115,702	32,690,306	1,425,396
EXPENSES											
TOTAL ADMINISTRATIVE	1,256,644	1,935,485	1,140,316	135,661	22,033	180,072	77,712	942,568	5,690,491	5,300,863	389,628
TOTAL UTILITIES	725,016	265	53,438	1,600	95,032	119,025	101,470	397,043	1,492,889	1,327,002	165,887
TOTAL MAINTENANCE AND OPS	1,098,303	147,307	86,615	11,680	39,438	153,197	108,218	92,157	1,736,915	1,525,531	211,384
TOTAL GENERAL EXPENSE	404,811	81,997	35,300	22,732	6,270	42,187	40,391	67,931	701,619	766,880	(65,261)
TOTAL HOUSING ASSISTANCE	-	23,284,506	-	-	-	-	-	-	23,284,506	22,804,834	479,672
TOTAL FINANCING	-	-	-	100,000	-	68,500	20,000	150,402	338,902	345,302	(6,400)
TOTAL NON-OPERATING	85,473	-	7,873	3,438	53,800	15,588	195,471	-	361,643	508,499	(146,856)
TOTAL EXPENSES	3,570,247	25,449,560	1,323,542	275,111	216,573	578,569	543,262	1,650,101	33,606,965	32,578,911	1,028,054
GAIN OR LOSS (CURRENT REVISION)	126,623	150,830	64,534	81,863	1,385	49,084	24,768	9,650	508,737	111,395	397,342
APPROVEDL BUDGET 2021-2022 - Original Figures	5,541	44,000	(23,193)	57,195	1,451	2,781	23,620	-	111,395		
BOARD APPROVED BUDGET GAIN/LOSS	121,082	106,830	87,727	24,668	(66)	46,303	1,148	9,650	397,342		
VARIANCES - GAIN/(LOSS)											

Housing Authority of the County of Merced
 Summary 2023-24
 BUDGET COMPARISON - PUBLIC HOUSING
 TOTAL 421 UNITS

LINE #	ITEM	BOARD APPROVED BUDGET 2022-23	PROPOSED BUDGET 2023-24	BUDGET VS. BUDGET	DIFF. %	COMMENTS
		PH TOTALS	PH TOTALS	DIFFERENCE		
	REVENUES					
1	TENANT INCOME	1,941,626	2,056,932	115,306	5.9%	Higher tenant share of rent per HUD, 98% occupancy
2	GRANT INCOME	1,496,356	1,630,088	133,732	8.9%	Based on Operating Subsidy formula, 98% occupancy
3	OTHER INCOME	-	9,850	9,850	#DIV/0!	
4	TOTAL REVENUES	3,437,982	3,696,870	258,888	7.5%	
	EXPENSES					
	ADMINISTRATIVE					
5	SALARIES AND WAGES	288,703	284,044	(4,659)	-1.6%	Based on current roster
6	FRINGE BENEFITS	198,208	212,276	14,068	7.1%	Based on current employee roster
7	LEGAL EXPENSE	35,800	46,160	10,360	28.9%	
8	MANAGEMENT FEES	400,664	454,099	53,435	13.3%	Higher rate allowed by HUD
9	BOOKKEEPING FEES	37,141	38,251	1,110	3.0%	
10	ASSET MANAGEMENT FEES	50,110	52,623	2,513	5.0%	
11	OTHER ADMIN EXPENSES	147,905	169,191	21,286	14.4%	
12	TOTAL ADMINISTRATIVE EXPENSES	1,158,531	1,256,644	98,113	8.5%	
	UTILITIES					
13	WATER	185,655	186,448	793	0.4%	Assume 10% increase over prior year actuals
14	ELECTRICITY	37,030	52,409	15,379	41.5%	Assume 10% increase over prior year actuals
15	GAS	7,294	12,992	5,698	78.1%	Assume 10% increase over prior year actuals
16	GARBAGE/TRASH	199,865	236,654	36,789	18.4%	Assume 10% increase over prior year actuals
17	SEWER	224,254	235,113	10,859	4.8%	Assume 10% increase over prior year actuals
18	OTHER UTILITIES	1,326	1,400	74	5.6%	Assume 10% increase over prior year actuals
19	TOTAL UTILITIES	655,424	725,016	69,592	10.6%	
	MAINTENANCE AND OPERATIONS					
20	SALARIES AND WAGES	272,708	277,642	4,934	1.8%	Based on current roster
21	FRINGE BENEFITS	89,485	93,548	4,063	4.5%	Based on current roster
22	UNIFORMS	3,600	4,850	1,250	34.7%	Purchase Jackets this year
23	VEHICLE GAS, OIL	28,030	29,550	1,520	5.4%	Based on 2022 exp - Higher Fuel cost per gallon/repairs
24	MATERIALS	221,470	236,833	15,363	6.9%	Post COVID increase
25	CONTRACT COSTS	424,018	455,880	31,862	7.5%	Post COVID increase
26	TOTAL MAINTENANCE AND OPERATIONS	1,039,311	1,098,303	58,992	5.7%	
	GENERAL EXPENSE					
27	INSURANCE	134,816	169,998	35,182	26.1%	Reflects adj. for per foot valuation per vendor - rate inc.
28	P.I.L.O.T.	126,570	133,021	6,451	5.1%	Payment In Lieu of Taxes
29	BAD DEBT EXPENSE	62,075	66,742	4,667	7.5%	Return to pre COVID experience
30	OPEB EXPENSE	23,181	24,430	1,249	5.4%	Return to pre COVID experience
31	OTHER GENERAL EXPENSE	7,725	10,620	2,895	37.5%	Inc 10% over calculated 2022-23 actuals
32	TOTAL GENERAL EXPENSE	354,367	404,811	50,444	14.2%	
	NON-OPERATING ITEMS					
33	DEPRECIATION	215,270	85,473	(129,797)	-60.3%	Per deprec. Schld. - fully deprec. Items dec. exp.
34	TOTAL NON-OPERATING ITEMS	215,270	85,473	(129,797)	-60.3%	
35	TOTAL EXPENSES	3,422,903	3,570,247	147,344	4.3%	
36	GAIN OR LOSS	15,079	126,623	111,544	739.7%	

Housing Authority of the County of Merced
 Summary 2023-24
 BUDGET COMPARISON - AMP 1
 (MERCED AREA) 176 UNITS

BOARD APPROVED BUDGET 2022-23 AMP 1	PROPOSED BUDGET 2023-24 AMP 1	BUDGET VS. BUDGET DIFFERENCE
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LINE #	ITEM	BOARD APPROVED BUDGET 2022-23 AMP 1	PROPOSED BUDGET 2023-24 AMP 1	BUDGET VS. BUDGET DIFFERENCE	DIFF. %	COMMENTS
	REVENUES					
1	TENANT INCOME	730,567	775,155	44,588	6.1%	Higher tenant share of rent per HUD, 98% occupancy
2	GRANT INCOME	637,125	700,838	63,713	10.0%	Based on Operating Subsidy formula, 98% occupancy
3	OTHER INCOME	-	-	-	#DIV/0!	
4	TOTAL REVENUES	1,367,692	1,475,993	108,301	7.9%	
	EXPENSES					
	ADMINISTRATIVE					
5	SALARIES AND WAGES	112,793	111,031	(1,762)	-1.6%	Based on current employee roster
6	FRINGE BENEFITS	87,704	93,386	5,682	6.5%	Based on current employee roster
7	LEGAL EXPENSE	15,100	24,160	9,060	60.0%	
8	MANAGEMENT FEES	167,339	189,819	22,480	13.4%	Higher rate allowed by HUD
9	BOOKKEEPING FEES	15,525	15,525	-	0.0%	
10	ASSET MANAGEMENT FEES	20,700	21,735	1,035	5.0%	
11	OTHER ADMIN EXPENSES	54,150	73,000	18,850	34.8%	
12	TOTAL ADMINISTRATIVE EXPENSES	473,311	528,656	55,345	11.7%	
	UTILITIES					
13	WATER	48,398	53,238	4,840	10.0%	Assume 10% increase over prior year actuals
14	ELECTRICITY	12,603	13,863	1,260	10.0%	Assume 10% increase over prior year actuals
15	GAS	1,892	2,500	608	32.1%	Based on 2022 exp - Higher Fuel cost per gallon
16	GARBAGE/TRASH	95,065	104,572	9,507	10.0%	Assume 10% increase over prior year actuals
17	SEWER	83,833	92,216	8,383	10.0%	Assume 10% increase over prior year actuals
18	OTHER UTILITIES	935	971	36	3.9%	Assume 4% increase over prior year actuals
19	TOTAL UTILITIES	242,726	267,360	24,634	10.1%	
	MAINTENANCE AND OPERATIONS					
20	SALARIES AND WAGES	102,424	108,544	6,120	6.0%	Based on cur. roster (4% due to last year 2% this. -higer inc.)
21	FRINGE BENEFITS	25,695	27,462	1,767	6.9%	Based on current roster
22	UNIFORMS	1,800	2,400	600	33.3%	Added cost - Jackets
23	VEHICLE GAS, OIL	9,000	9,900	900	10.0%	Fuel cost increases
24	MATERIALS	79,755	83,743	3,988	5.0%	Return to pre COVID costs
25	CONTRACT COSTS	159,825	177,404	17,579	11.0%	Return to pre COVID costs
26	TOTAL MAINTENANCE AND OPERATIONS	378,499	409,453	30,954	8.2%	
	GENERAL EXPENSE					
27	INSURANCE	52,606	54,714	2,108	4.0%	Reflects adj. for per foot vaulation per vendor - rate inc.
28	P.I.L.O.T.	47,909	50,304	2,395	5.0%	Payment In Lieu of Taxes
29	BAD DEBT EXPENSE	24,300	26,730	2,430	10.0%	Return to pre COVID experience
30	OPEB EXPENSE	9,729	10,313	584	6.0%	Return to pre COVID experience
31	OTHER GENERAL EXPENSE	5,000	4,000	(1,000)	-20.0%	
32	TOTAL GENERAL EXPENSE	139,544	146,061	6,517	4.7%	
	NON-OPERATING ITEMS					
33	DEPRECIATION	37,716	37,716	-	0.0%	Per depreciation schedule
34	TOTAL NON-OPERATING ITEMS	37,716	37,716	-	0.0%	
35	TOTAL EXPENSES	1,271,796	1,389,246	117,450	9.2%	
36	GAIN OR LOSS	95,896	86,747	(9,149)	-9.5%	

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Housing Authority of the County of Merced
 Summary 2023-24
 BUDGET COMPARISON - AMP 2
 (ATWATER/LIVINGSTON AREA) 117 UNITS

LINE #	ITEM	BOARD APPROVED BUDGET 2022-23 AMP 2	PROPOSED BUDGET 2023-24 AMP 2	BUDGET VS. BUDGET DIFFERENCE	DIFF. %	COMMENTS
	REVENUES					
1	TENANT INCOME	592,378	626,109	33,731	5.7%	Higher tenant share of rent per HUD, 98% occupancy
2	GRANT INCOME	406,391	452,530	46,139	11.4%	Based on Operating Subsidy formula, 98% occupancy
3	OTHER INCOME	-	9,850	9,850	0.0%	
4	TOTAL REVENUES	998,769	1,088,489	89,720	9.0%	
	EXPENSES					
	ADMINISTRATIVE					
5	SALARIES AND WAGES	77,447	75,541	(1,906)	-2.5%	
6	FRINGE BENEFITS	50,930	54,940	4,010	7.9%	Based on current employee roster
7	LEGAL EXPENSE	7,400	8,600	1,200	16.2%	
8	MANAGEMENT FEES	111,236	126,179	14,943	13.4%	Higher rate allowed by HUD
9	BOOKKEEPING FEES	10,320	11,352	1,032	10.0%	
10	ASSET MANAGEMENT FEES	14,350	15,068	718	5.0%	
11	OTHER ADMIN EXPENSES	50,290	52,740	2,450	4.9%	
12	TOTAL ADMINISTRATIVE EXPENSES	321,973	344,420	22,447	7.0%	
	UTILITIES					
13	WATER	64,201	70,621	6,420	10.0%	Assume 10% increase over prior year actuals
14	ELECTRICITY	14,786	28,871	14,085	95.3%	Assume 10% increase over prior year actuals
15	GAS	2,678	7,752	5,074	189.5%	Based on 2022 exp - Higher Fuel cost per gallon
16	GARBAGE/TRASH	55,941	58,702	2,761	4.9%	Assume 10% increase over prior year actuals
17	SEWER	84,625	87,580	2,955	3.5%	Assume 10% increase over prior year actuals
18	OTHER UTILITIES	364	400	36	0.0%	
19	TOTAL UTILITIES	222,595	253,926	31,331	14.1%	
	MAINTENANCE AND OPERATIONS					
20	SALARIES AND WAGES	86,111	91,119	5,008	5.8%	Based on cur. roster (4% due to last year 2% this. -higer in
21	FRINGE BENEFITS	31,009	39,106	8,097	26.1%	Based on current roster
22	UNIFORMS	1,000	1,250	250	0.0%	
23	VEHICLE GAS, OIL	10,000	11,500	1,500	15.0%	Higer fuel costs and labor rates
24	MATERIALS	55,950	58,748	2,798	5.0%	Return to pre COVID costs
25	CONTRACT COSTS	130,483	132,948	2,465	1.9%	Return to pre COVID costs
26	TOTAL MAINTENANCE AND OPERATIONS	314,553	334,671	20,118	6.4%	
	GENERAL EXPENSE					
27	INSURANCE	39,125	54,554	15,429	39.4%	Reflects adj. for per foot vaulation per vendor - rate inc.
28	P.I.L.O.T.	36,503	37,879	1,376	3.8%	Payment In Lieu of Taxes
29	BAD DEBT EXPENSE	19,166	20,316	1,150	6.0%	Return to pre COVID experience
30	OPEB EXPENSE	7,007	7,287	280	4.0%	Return to pre COVID experience
31	OTHER GENERAL EXPENSE	1,125	2,320	1,195	106.2%	
32	TOTAL GENERAL EXPENSE	102,926	122,356	19,430	18.9%	
	NON-OPERATING ITEMS					
33	DEPRECIATION	71,372	-	(71,372)	-100.0%	No Depreciation exp for now
34	TOTAL NON-OPERATING ITEMS	71,372	-	(71,372)	-100.0%	
35	TOTAL EXPENSES	1,033,419	1,055,373	21,954	2.1%	
36	GAIN OR LOSS	(34,650)	33,116	67,766	-195.6%	

Housing Authority of the County of Merced
 Summary 2023-24
 BUDGET COMPARISON - AMP 3
 (LOS BANOS & DOS PALOS AREA) 122 UNITS

LINE #	ITEM	BOARD APPROVED BUDGET 2022-23 AMP 3	PROPOSED BUDGET 2023-24 AMP 3	BUDGET VS. BUDGET DIFFERENCE	DIFF. %	COMMENTS
	REVENUES					
1	TENANT INCOME	600,630	635,662	35,032	5.8%	Higher tenant share of rent per HUD, 98% occupancy
2	GRANT INCOME	428,073	449,476	21,403	5.0%	Based on Operating Subsidy formula, 98% occupancy
3	OTHER INCOME			-	0.0%	
4	TOTAL REVENUES	1,028,703	1,085,138	56,435	5.5%	
	EXPENSES					
	ADMINISTRATIVE	137,869	137,869			
5	SALARIES AND WAGES	95,435	94,320	(1,115)	-1.2%	Based on 2% inc. on current employee roster
6	FRINGE BENEFITS	57,298	62,490	5,192	9.1%	Based on current employee roster
7	LEGAL EXPENSE	13,150	13,250	100	0.8%	
8	MANAGEMENT FEES	116,005	131,590	15,585	13.4%	Higher rate allowed by HUD
9	BOOKKEEPING FEES	10,763	10,809	46	0.4%	
10	ASSET MANAGEMENT FEES	14,350	15,067	717	5.0%	
11	OTHER ADMIN EXPENSES	42,530	42,331	(199)	-0.5%	
12	TOTAL ADMINISTRATIVE EXPENSES	349,531	369,857	20,326	5.8%	
	UTILITIES					
13	WATER	72,012	61,493	(10,519)	-14.6%	Assume 10% increase over prior year actuals
14	ELECTRICITY	8,963	8,963	-	0.0%	Assume 10% increase over prior year actuals
15	GAS	2,556	2,556	-	0.0%	Assume 10% increase over prior year actuals
16	GARBAGE/TRASH	45,536	69,891	24,355	53.5%	Inc 10% over calculated 2022-23 actuals
17	SEWER	53,013	52,395	(618)	-1.2%	
18	OTHER UTILITIES	-	-	-	0.0%	
19	TOTAL UTILITIES	182,080	195,298	13,218	7.3%	
	MAINTENANCE AND OPERATIONS					
20	SALARIES AND WAGES	80,659	74,481	(6,178)	-7.7%	Based current employee roster
21	FRINGE BENEFITS	31,908	25,756	(6,152)	-19.3%	Based on current roster
22	UNIFORMS	800	1,200	400	50.0%	Purchase Jackets this year
23	VEHICLE GAS, OIL	9,000	8,000	(1,000)	-11.1%	Based on 2022 exp - Higher Fuel cost per gallon/repairs
24	MATERIALS	84,415	92,857	8,442	10.0%	Post COVID increase
25	CONTRACT COSTS	132,810	144,538	11,728	8.8%	Post COVID increase
26	TOTAL MAINTENANCE AND OPERATIONS	339,592	346,832	7,240	2.1%	
	GENERAL EXPENSE					
27	INSURANCE	41,386	58,539	17,153	41.4%	Reflects adj. for per foot valuation per vendor - rate inc.
28	P.I.L.O.T.	41,155	43,624	2,469	6.0%	Payment In Lieu of Taxes
29	BAD DEBT EXPENSE	18,111	19,198	1,087	6.0%	Return to pre COVID experience
30	OPEB EXPENSE	6,304	6,682	378	6.0%	Return to pre COVID experience
31	OTHER GENERAL EXPENSE	1,500	4,200	2,700	180.0%	
32	TOTAL GENERAL EXPENSE	108,456	132,243	23,787	21.9%	
	NON-OPERATING ITEMS					
33	DEPRECIATION	58,425	-	(58,425)	-100.0%	No Depreciation exp for now
34	TOTAL NON-OPERATING ITEMS	58,425	-	(58,425)	-100.0%	
35	TOTAL EXPENSES	1,038,084	1,044,230	6,146	0.6%	
36	GAIN OR LOSS	(9,381)	40,908	50,289	-536.1%	

Housing Authority of the County of Merced
 Summary 2023-24
 BUDGET COMPARISON - AMP 4
 (MERCED 1ST STREET AREA) 6 UNITS

LINE #	ITEM	BOARD APPROVED BUDGET 2022-23 AMP 4	PROPOSED BUDGET 2023-24 AMP 4	BUDGET VS. BUDGET DIFFERENCE	DIFF. %	COMMENTS
	REVENUES					
1	TENANT INCOME	18,051	20,006	1,955	10.8%	Higher tenant share of rent per HUD, 98% occupancy
2	GRANT INCOME	24,767	27,244	2,477	10.0%	Based on Operating Subsidy formula, 98% occupancy
3	OTHER INCOME	-	-	-	0.0%	
4	TOTAL REVENUES	42,818	47,250	4,432	10.4%	
	EXPENSES					
	ADMINISTRATIVE					
5	SALARIES AND WAGES	3,028	3,152	124	4.1%	Based on current roster
6	FRINGE BENEFITS	2,276	1,460	(816)	-35.9%	Based on current employee roster
7	LEGAL EXPENSE	150	150	-	0.0%	
8	MANAGEMENT FEES	6,084	6,511	427	7.0%	Higher rate allowed by HUD
9	BOOKKEEPING FEES	533	565	32	6.0%	
10	ASSET MANAGEMENT FEES	710	753	43	6.1%	
11	OTHER ADMIN EXPENSES	935	1,120	185	19.8%	
12	TOTAL ADMINISTRATIVE EXPENSES	13,716	13,711	(5)	0.0%	
	UTILITIES					
13	WATER	1,044	1,096	52	5.0%	Assume 10% increase over prior year actuals
14	ELECTRICITY	678	712	34	5.0%	Assume 10% increase over prior year actuals
15	GAS	168	184	16	9.5%	Assume 10% increase over prior year actuals
16	GARBAGE/TRASH	3,323	3,489	166	5.0%	Assume 5% increase over prior year actuals
17	SEWER	2,783	2,922	139	5.0%	Assume 5% increase over prior year actuals
18	OTHER UTILITIES	27	29	2	7.4%	Assume 7% increase over prior year actuals
19	TOTAL UTILITIES	8,023	8,432	409	5.1%	
	MAINTENANCE AND OPERATIONS					
20	SALARIES AND WAGES	3,514	3,498	(16)	-0.5%	Based on current roster
21	FRINGE BENEFITS	873	1,224	351	40.2%	Based on current roster
22	UNIFORMS			-	100.0%	
23	VEHICLE GAS, OIL	30	150	120	400.0%	Based on 2022 exp - Higher Fuel cost per gallon/repairs
24	MATERIALS	1,350	1,485	135	10.0%	
25	CONTRACT COSTS	900	990	90	10.0%	
26	TOTAL MAINTENANCE AND OPERATIONS	6,667	7,347	680	10.2%	
	GENERAL EXPENSE					
27	INSURANCE	1,699	2,191	492	29.0%	Reflects adj. for per foot valuation per vendor - rate inc.
28	P.I.L.O.T.	1,003	1,214	211	21.0%	Payment In Lieu of Taxes
29	BAD DEBT EXPENSE	498	498	-	0.0%	Return to pre COVID experience
30	OPEB EXPENSE	141	148	7	5.0%	Return to pre COVID experience
31	OTHER GENERAL EXPENSE	100	100	-	100.0%	
32	TOTAL GENERAL EXPENSE	3,441	4,151	710	20.6%	
	NON-OPERATING ITEMS					
33	DEPRECIATION	47,757	47,757	-	0.0%	from depreciation schedule
34	TOTAL NON-OPERATING ITEMS	47,757	47,757	-	0.0%	
35	TOTAL EXPENSES	79,604	81,398	1,794	2.3%	
36	GAIN OR LOSS	(36,786)	(34,148)	2,638	-7.2%	

Housing Authority of the County of Merced

Summary 2023-24

BUDGET COMPARISON - HOUSING CHOICE VOUCHERS
(HCV) 2791 VOUCHERS

LINE #	ITEM	BOARD APPROVED BUDGET 2022-23 HCV	PROPOSED BUDGET 2023-24 HCV	BUDGET VS. BUDGET DIFFERENCE	DIFF. %	COMMENTS
	REVENUES					
1	TENANT INCOME	-	-	-	0.0%	
2	GRANT INCOME	24,317,038	25,598,890	1,281,852	5.3%	Lower average rate
3	OTHER INCOME	1,500	1,500	-	0.0%	
4	TOTAL REVENUES	24,318,538	25,600,390	1,281,852	5.3%	
	EXPENSES					
	ADMINISTRATIVE					
5	SALARIES AND WAGES	627,677	694,383	66,706	10.6%	Based on cur. roster (4% due to last year 2% this. -higer inc
6	FRINGE BENEFITS	302,921	351,642	48,721	16.1%	Based on current employee roster
7	LEGAL EXPENSE	10,500	10,500	-	0.0%	
8	MANAGEMENT FEES	386,868	386,868	-	0.0%	
9	BOOKKEEPING FEES	241,793	241,793	-	0.0%	
10	ASSET MANAGEMENT FEES	-	-	-	0.0%	
11	OTHER ADMIN EXPENSES	292,100	250,299	(41,801)	-14.3%	
12	TOTAL ADMINISTRATIVE EXPENSES	1,861,859	1,935,485	73,626	4.0%	
	UTILITIES					
13	WATER	32	40	8	0.0%	
14	ELECTRICITY	218	225	7	0.0%	
15	GAS	-	-	-	0.0%	
16	GARBAGE/TRASH	-	-	-	0.0%	
17	SEWER	-	-	-	0.0%	
18	OTHER UTILITIES	-	-	-	0.0%	
19	TOTAL UTILITIES	250	265	15	0.0%	
	MAINTENANCE AND OPERATIONS					
20	SALARIES AND WAGES	-	-	-	0.0%	
21	FRINGE BENEFITS	-	-	-	0.0%	
22	UNIFORMS	-	-	-	0.0%	
23	VEHICLE GAS, OIL	275	350	75	27.3%	Based on 2022 exp - Higher Fuel cost per gallon/repairs
24	MATERIALS	2,300	2,200	(100)	-4.3%	
25	CONTRACT COSTS	146,500	144,757	(1,743)	-1.2%	
26	TOTAL MAINTENANCE AND OPERATIONS	149,075	147,307	(1,768)	-1.2%	
	GENERAL EXPENSE					
27	INSURANCE	23,882	37,416	13,534	56.7%	Reflects adj. for per foot vaulation per vendor - rate inc.
28	P.I.L.O.T.	-	-	-	0.0%	
29	BAD DEBT EXPENSE	2,500	2,750	250	10.0%	Return to pre COVID experience
30	OPEB EXPENSE	21,831	21,831	-	0.0%	Lower anticipated experience level
31	OTHER GENERAL EXPENSE	20,000	20,000	-	0.0%	
32	TOTAL GENERAL EXPENSE	68,213	81,997	13,784	20.2%	
	HOUSING ASSISTANCE PAYMENTS					
33	HOUSING ASSISTANCE (HAP & URP)	22,147,040	23,284,506	1,137,466	5.1%	Lower average rate
34	TOTAL NON-OPERATING ITEMS	22,147,040	23,284,506	1,137,466	5.1%	
	NON-OPERATING ITEMS					
35	DEPRECIATION	-	-	-	0.0%	from depreciation schedule
36	TOTAL NON-OPERATING ITEMS	-	-	-	0.0%	
35	TOTAL EXPENSES	24,226,437	25,449,560	1,223,123	5.0%	
36	GAIN OR LOSS	92,101	150,830	58,729	63.8%	

Housing Authority of the County of Merced

Summary 2023-24

BUDGET COMPARISON - CENTRAL OFFICE COST CENTER (COCC)

LINE #	ITEM	BOARD APPROVED BUDGET 2022-23 COCC	PROPOSED BUDGET 2023-24 COCC	BUDGET VS. BUDGET DIFFERENCE	DIFF. %	COMMENTS
	REVENUES					
1	TENANT INCOME	-	-	-	0.0%	
2	GRANT INCOME	-	-	-	0.0%	
3	OTHER INCOME	1,285,110	1,388,076	102,966	8.0%	Management Fees, higher higher capital fund utilization
4	TOTAL REVENUES	1,285,110	1,388,076	102,966	8.0%	Additional CFP Admin Fee collected
	EXPENSES					
	ADMINISTRATIVE					
5	SALARIES AND WAGES	545,032	581,768	36,736	6.7%	Based on cur. roster (4% due to last year 2% this. -higer inc.)
6	FRINGE BENEFITS	258,022	259,598	1,576	0.6%	Based on current employee roster
7	LEGAL EXPENSE	50,000	50,000	-	0.0%	
8	MANAGEMENT FEES			-	0.0%	
9	BOOKKEEPING FEES			-	0.0%	
10	ASSET MANAGEMENT FEES			-	0.0%	
11	OTHER ADMIN EXPENSES	253,000	248,950	(4,050)	-1.6%	Higher audit, consulting, accounting, banking
12	TOTAL ADMINISTRATIVE EXPENSES	1,106,054	1,140,316	34,262	3.1%	
	UTILITIES					
13	WATER	8,796	9,675	879	10.0%	Assume 10% increase over prior year actuals
14	ELECTRICITY	34,271	37,698	3,427	10.0%	Assume 10% increase over prior year actuals
15	GAS	5,324	5,856	532	10.0%	Assume 10% increase over prior year actuals
16	GARBAGE/TRASH	-	-	-		
17	SEWER	-	-	-		
18	OTHER UTILITIES	190	209	19	0.0%	Assume 10% increase over prior year actuals
19	TOTAL UTILITIES	48,581	53,438	4,857	10.0%	
	MAINTENANCE AND OPERATIONS					
20	SALARIES AND WAGES	-	-	-	0.0%	
21	FRINGE BENEFITS	-	-	-	0.0%	
22	UNIFORMS	-	-	-	0.0%	
23	VEHICLE GAS, OIL	750	825	75	10.0%	Assume 10% increase over prior year actuals
24	MATERIALS	2,000	2,090	90	4.5%	Return to pre COVID experience
25	CONTRACT COSTS	83,450	83,700	250	0.3%	Return to pre COVID experience
26	TOTAL MAINTENANCE AND OPERATIONS	86,200	86,615	415	0.5%	
	GENERAL EXPENSE					
27	INSURANCE	14,902	20,835	5,933	39.8%	Reflects adj. for per foot vaulation per vendor - rate inc.
28	P.I.L.O.T.	-	-	-	0.0%	
29	BAD DEBT EXPENSE	-	-	-	0.0%	
30	OPEB EXPENSE	13,646	14,465	819	6.0%	Return to pre COVID experience
31	OTHER GENERAL EXPENSE	-	-	-	0.0%	
32	TOTAL GENERAL EXPENSE	28,548	35,300	6,752	23.7%	
	HOUSING ASSISTANCE PAYMENTS					
33	HOUSING ASSISTANCE (HAP & URP)	-	-	-	0.0%	
34	TOTAL NON-OPERATING ITEMS	-	-	-	0.0%	
	NON-OPERATING ITEMS					
35	DEPRECIATION	7,873	7,873	-	0.0%	from depreciation schedule
36	TOTAL NON-OPERATING ITEMS	7,873	7,873	-	0.0%	
35	TOTAL EXPENSES	1,277,256	1,323,542	46,286	3.6%	
36	GAIN OR LOSS	7,854	64,534	56,680	721.7%	

Housing Authority of the County of Merced
 Summary 2023-24
 BUDGET COMPARISON - LANGDON VILLAS
 1 UNIT

LINE #	ITEM	BOARD APPROVED BUDGET 2022-23 LANGDON	PROPOSED BUDGET 2023-24 LANGDON	BUDGET VS. BUDGET DIFFERENCE	DIFF. %	COMMENTS
	REVENUES					
1	TENANT INCOME	70,588	74,428	3,840	5.4%	
2	GRANT INCOME			-	0.0%	
3	OTHER INCOME	281,747	282,546	799	0.3%	
4	TOTAL REVENUES	352,335	356,974	4,639	1.3%	
	EXPENSES					
	ADMINISTRATIVE					
5	SALARIES AND WAGES	29,374	32,534	3,160	10.8%	Based on cur. roster (4% due to last year 2% this. -higer in
6	FRINGE BENEFITS	62,886	63,477	591	0.9%	Based on current employee roster
7	LEGAL EXPENSE	2,500	2,500	-	0.0%	
8	MANAGEMENT FEES			-	0.0%	
9	BOOKKEEPING FEES			-	0.0%	
10				-	0.0%	
11	OTHER ADMIN EXPENSES	37,350	37,150	(200)	-0.5%	
12	TOTAL ADMINISTRATIVE EXPENSES	132,110	135,661	3,551	2.7%	
	UTILITIES					
13	WATER	550	550	-	0.0%	
14	ELECTRICITY			-	0.0%	
15	GAS			-	0.0%	
16	GARBAGE/TRASH	500	500	-	0.0%	
17	SEWER	550	550	-	0.0%	
18	OTHER UTILITIES	-	-	-	0.0%	
19	TOTAL UTILITIES	1,600	1,600	-	0.0%	
	MAINTENANCE AND OPERATIONS					
20	SALARIES AND WAGES	532	530	(2)	-0.4%	
21	FRINGE BENEFITS	-	-	-	0.0%	
22	UNIFORMS	-	-	-	0.0%	
23	VEHICLE GAS, OIL	-	-	-	0.0%	
24	MATERIALS	1,400	1,400	-	0.0%	
25	CONTRACT COSTS	9,750	9,750	-	0.0%	
26	TOTAL MAINTENANCE AND OPERATIONS	11,682	11,680	(2)	0.0%	
	GENERAL EXPENSE					
27	INSURANCE	2,620	3,296	676	25.8%	Reflects adj. for per foot valuation per vendor - rate inc.
28	P.I.L.O.T.			-	0.0%	
29	BAD DEBT EXPENSE	270	270	-	0.0%	
30	OPEB EXPENSE	18,158	19,066	908	5.0%	Lower anticipated experience level
31	OTHER GENERAL EXPENSE	100	100	-	0.0%	
32	TOTAL GENERAL EXPENSE	21,148	22,732	1,584	7.5%	
	FINANCING EXPENSES					
33	INTEREST EXPENSE - BOND	100,500	100,000	(500)	-0.5%	
34	TOTAL FINANCING	100,500	100,000	(500)	-0.5%	
	NON-OPERATING ITEMS					
35	DEPRECIATION	3,438	3,438	-	0.0%	from depreciation schedule
36	TOTAL NON-OPERATING ITEMS	3,438	3,438	-	0.0%	
35	TOTAL EXPENSES	270,478	275,111	4,633	1.7%	
36	GAIN OR LOSS	81,857	81,863	6	0.0%	

Housing Authority of the County of Merced
 Summary 2023-24
 BUDGET COMPARISON - OBANION CENTER

LINE #	ITEM	BOARD APPROVED BUDGET 2022-23	PROPOSED BUDGET 2023-24	BUDGET VS. BUDGET	DIFF. %	COMMENTS
		OBANION	OBANION	DIFFERENCE		
	REVENUES					
1	TENANT INCOME	204,331	217,958	13,627	6.7%	3% Rent Rate Increase
2	GRANT INCOME	-	-	-	0.0%	
3	OTHER INCOME	-	-	-	0.0%	
4	TOTAL REVENUES	204,331	217,958	13,627	6.7%	
	EXPENSES					
	ADMINISTRATIVE					
5	SALARIES AND WAGES	-	-	-	0.0%	
6	FRINGE BENEFITS	-	-	-	0.0%	
7	LEGAL EXPENSE	-	-	-	0.0%	
8	MANAGEMENT FEES	20,433	20,433	-	0.0%	
9	BOOKKEEPING FEES	-	-	-	0.0%	
10	ASSET MANAGEMENT FEES	-	-	-	0.0%	
11	OTHER ADMIN EXPENSES	1,850	1,600	(250)	-13.5%	
12	TOTAL ADMINISTRATIVE EXPENSES	22,283	22,033	(250)	-1.1%	
	UTILITIES					
13	WATER	5,101	5,611	510	10.0%	Assume 10% increase over prior year actuals
14	ELECTRICITY	54,775	54,775	-	0.0%	
15	GAS	7,473	11,347	3,874	51.8%	Assume 10% increase over prior year actuals
16	GARBAGE/TRASH	15,437	12,379	(3,058)	-19.8%	Assume 10% increase over prior year actuals
17	SEWER	3,507	10,674	7,167	204.4%	Assume 10% increase over prior year actuals
18	OTHER UTILITIES	246	246	-	0.0%	Assume 10% increase over prior year actuals
19	TOTAL UTILITIES	86,539	95,032	8,493	9.8%	
	MAINTENANCE AND OPERATIONS					
20	SALARIES AND WAGES	-	-	-	0.0%	
21	FRINGE BENEFITS	-	-	-	0.0%	
22	UNIFORMS	-	-	-	0.0%	
23	VEHICLE GAS, OIL	-	-	-	0.0%	
24	MATERIALS	3,750	4,000	250	6.7%	
25	CONTRACT COSTS	33,470	35,438	1,968	5.9%	
26	TOTAL MAINTENANCE AND OPERATIONS	37,220	39,438	2,218	6.0%	
	GENERAL EXPENSE					
27	INSURANCE	2,844	6,270	3,426	120.5%	Reflects adj. for per foot valuation per vendor - rate inc.
28	P.I.L.O.T.	-	-	-	0.0%	
29	BAD DEBT EXPENSE	-	-	-	0.0%	
30	OPEB EXPENSE	-	-	-	0.0%	
31	OTHER GENERAL EXPENSE	-	-	-	0.0%	
32	TOTAL GENERAL EXPENSE	2,844	6,270	3,426	120.5%	
	HOUSING ASSISTANCE PAYMENTS					
33	HOUSING ASSISTANCE (HAP & URP)	-	-	-	0.0%	
34	TOTAL NON-OPERATING ITEMS	-	-	-	0.0%	
	NON-OPERATING ITEMS					
35	DEPRECIATION	53,800	53,800	-	0.0%	from depreciation schedule
36	TOTAL NON-OPERATING ITEMS	53,800	53,800	-	0.0%	
35	TOTAL EXPENSES	202,686	216,573	13,887	6.9%	
36	GAIN OR LOSS	1,645	1,385	(260)	-15.8%	

Housing Authority of the County of Merced
 Summary 2023-24
 BUDGET COMPARISON - VALLEY VIEW
 73 UNITS

LINE #	ITEM	BOARD APPROVED BUDGET 2022-23 VALLEY VIEW	PROPOSED BUDGET 2023-24 VALLEY VIEW	BUDGET VS. BUDGET DIFFERENCE	DIFF. %	COMMENTS
	REVENUES					
1	TENANT INCOME	216,701	231,145	14,444	6.7%	3% Rent Rate Increase
2	GRANT INCOME	389,208	389,208	-	0.0%	
3	OTHER INCOME	5,800	7,300	1,500	0.0%	
4	TOTAL REVENUES	611,709	627,653	15,944	2.6%	
	EXPENSES					
	ADMINISTRATIVE					
5	SALARIES AND WAGES	62,981	61,709	(1,272)	-2.0%	Based on 2% inc. on current roster
6	FRINGE BENEFITS	26,024	29,154	3,130	12.0%	Based on current employee roster
7	LEGAL EXPENSE	15,500	15,500	-	0.0%	
8	MANAGEMENT FEES	67,259	67,259	-	0.0%	
9	BOOKKEEPING FEES			-	0.0%	
10	ASSET MANAGEMENT FEES			-	0.0%	
11	OTHER ADMIN EXPENSES	4,600	6,450	1,850	40.2%	
12	TOTAL ADMINISTRATIVE EXPENSES	176,364	180,072	3,708	2.1%	
	UTILITIES					
13	WATER	41,632	39,900	(1,732)	-4.2%	Assume 10% increase over prior year actuals
14	ELECTRICITY	8,391	11,677	3,286	39.2%	Assume 10% increase over prior year actuals
15	GAS	2,531	4,025	1,494	59.0%	Assume 10% increase over prior year actuals
16	GARBAGE/TRASH	20,258	16,458	(3,800)	-18.8%	Assume 10% increase over prior year actuals
17	SEWER	43,492	46,765	3,273	7.5%	Assume 10% increase over prior year actuals
18	OTHER UTILITIES	200	200	-	0.0%	
19	TOTAL UTILITIES	116,504	119,025	2,521	2.2%	
	MAINTENANCE AND OPERATIONS					
20	SALARIES AND WAGES	49,330	36,025	(13,305)	-27.0%	Based on 2% inc. on current roster
21	FRINGE BENEFITS	19,131	13,577	(5,554)	-29.0%	Based on current roster
22	UNIFORMS			-	0.0%	
23	VEHICLE GAS, OIL			-	0.0%	
24	MATERIALS	16,500	17,120	620	3.8%	
25	CONTRACT COSTS	83,720	86,475	2,755	3.3%	
26	TOTAL MAINTENANCE AND OPERATIONS	168,681	153,197	(15,484)	-9.2%	
	GENERAL EXPENSE					
27	INSURANCE	26,369	30,141	3,772	14.3%	Reflects adj. for per foot valuation per vendor - rate inc.
28	P.I.L.O.T.			-	0.0%	
29	BAD DEBT EXPENSE	7,890	8,679	789	10.0%	Return to pre COVID experience
30	OPEB EXPENSE	3,367	3,367	-	0.0%	Lower anticipated experience level
31	OTHER GENERAL EXPENSE	-	-	-	0.0%	
32	TOTAL GENERAL EXPENSE	37,626	42,187	4,561	12.1%	
	FINANCING EXPENSES					
33	INTEREST EXPENSE - BOND	68,500	68,500	-	0.0%	
34	TOTAL FINANCING	68,500	68,500	-	0.0%	
	NON-OPERATING ITEMS					
35	DEPRECIATION	40,519	15,588	(24,931)	-61.5%	from depreciation schedule
36	TOTAL NON-OPERATING ITEMS	40,519	15,588	(24,931)	-61.5%	
35	TOTAL EXPENSES	608,194	578,569	(29,625)	-4.9%	
36	GAIN OR LOSS	3,515	49,084	45,569	1296.4%	

Housing Authority of the County of Merced
 Summary 2 Summary 2023-24
 BUDGET COMPARISON - FELIX TORRES YEAR ROUND
 50 UNITS

LINE #	ITEM	BOARD APPROVED BUDGET 2022-23 FT-YR	PROPOSED BUDGET 2023-24 FT-YR	BUDGET VS. BUDGET DIFFERENCE	DIFF. %	COMMENTS
	REVENUES					
1	TENANT INCOME	566,530	566,530	-	0.0%	
2	GRANT INCOME			-	0.0%	
3	OTHER INCOME		1,500	1,500	0.0%	
4	TOTAL REVENUES	566,530	568,030	1,500	0.3%	
	EXPENSES					
	ADMINISTRATIVE					
5	SALARIES AND WAGES	2,713	2,762	49	1.8%	Based on 2% inc. on current roster
6	FRINGE BENEFITS	14,764	14,900	136	0.9%	Based on current employee roster
7	LEGAL EXPENSE	1,700	1,700	-	0.0%	
8	MANAGEMENT FEES	40,800	40,800	-	0.0%	
9	BOOKKEEPING FEES			-	0.0%	
10	ASSET MANAGEMENT FEES			-	0.0%	
11	OTHER ADMIN EXPENSES	31,000	17,550	(13,450)	-43.4%	Telephone upgrades
12	TOTAL ADMINISTRATIVE EXPENSES	90,977	77,712	(13,265)	-14.6%	
	UTILITIES					
13	WATER	29,156	28,678	(478)	-1.6%	Assume 10% increase over prior year actuals
14	ELECTRICITY	13,769	9,784	(3,985)	-28.9%	Assume 10% increase over prior year actuals
15	GAS	2,697	5,550	2,853	105.8%	Assume 10% increase over prior year actuals
16	GARBAGE/TRASH	16,416	19,306	2,890	17.6%	Assume 10% increase over prior year actuals
17	SEWER	38,530	37,111	(1,419)	-3.7%	Assume 10% increase over prior year actuals
18	OTHER UTILITIES	607	1,041	434	100.0%	Assume 10% increase over prior year actuals
19	TOTAL UTILITIES	101,175	101,470	295	0.3%	
	MAINTENANCE AND OPERATIONS					
20	SALARIES AND WAGES	60,528	58,734	(1,794)	-3.0%	Based on 2% inc. on current roster
21	FRINGE BENEFITS	9,691	8,076	(1,615)	-16.7%	Based on current roster
22	UNIFORMS	600	750	150	100.0%	
23	VEHICLE GAS, OIL	1,900	5,000	3,100	163.2%	Based on 2022 exp - Higher Fuel cost per gallon/repairs
24	MATERIALS	23,265	24,428	1,163	5.0%	
25	CONTRACT COSTS	10,695	11,230	535	5.0%	
26	TOTAL MAINTENANCE AND OPERATIONS	106,679	108,218	1,539	1.4%	
	GENERAL EXPENSE					
27	INSURANCE	15,206	26,608	11,402	75.0%	Reflects adj. for per foot valuation per vendor - rate inc.
28	P.I.L.O.T.			-	0.0%	
29	BAD DEBT EXPENSE	11,138	11,694	556	100.0%	Return to pre COVID experience
30	OPEB EXPENSE	2,209	2,089	(120)	-5.4%	Lower anticipated experience level
31	OTHER GENERAL EXPENSE	-	-	-	0.0%	
32	TOTAL GENERAL EXPENSE	28,553	40,391	11,838	41.5%	
	FINANCING EXPENSE					
33	INTEREST EXPENSES	20,000	20,000	-	0.0%	
34	TOTAL FINANCING EXPENSE	20,000	20,000	-	0.0%	
	NON-OPERATING ITEMS					
35	DEPRECIATION	195,471	195,471	-	0.0%	
36	TOTAL NON-OPERATING ITEMS	195,471	195,471	-	0.0%	from depreciation schedule
35	TOTAL EXPENSES	542,855	543,262	407	0.1%	
36	GAIN OR LOSS	23,675	24,768	1,093	4.6%	

Housing Authority of the County of Merced
 Summary 2023-24
 BUDGET COMPARISON - MIGRANT TOTAL - 228 UNITS
 2022-23 vs 2023-24

LINE #	ITEM	BUDGET 2022-23 MIGRANT	BUDGET 2023-2024 MIGRANT	BUDGET VS. BUDGET DIFFERENCE	DIFF. %	COMMENTS
	REVENUES					
1	TENANT INCOME	-	-	-	0.0%	
2	GRANT INCOME	1,465,667	1,659,751	194,084	13.2%	Program reimburses for expenses
3	OTHER INCOME	-	-	-	0.0%	
4	TOTAL REVENUES	1,465,667	1,659,751	194,084	13.2%	
	EXPENSES					
	ADMINISTRATIVE					
5	SALARIES AND WAGES	447,400	473,553	26,153	5.8%	Based on 2% inc. on current employee roster
6	FRINGE BENEFITS	265,400	283,545	18,145	6.8%	Based on current employee roster
7	LEGAL EXPENSE	-	-	-	0.0%	
8	MANAGEMENT FEES	123,515	135,995	12,480	10.1%	Adjusted by OMS
9	BOOKKEEPING FEES	-	-	-	0.0%	
10	ASSET MANAGEMENT FEES	-	-	-	0.0%	
11	OTHER ADMIN EXPENSES	26,750	49,475	22,725	85.0%	Adjusted by OMS
12	TOTAL ADMINISTRATIVE EXPENSES	863,065	942,568	79,503	9.2%	
	UTILITIES					
13	WATER	-	-	-	0.0%	
14	ELECTRICITY	201,500	263,150	61,650	30.6%	Assumes 10% increase over prior year
15	GAS	-	-	-	0.0%	
16	GARBAGE/TRASH	38,300	51,993	13,693	35.8%	Assumes 10% increase over prior year
17	SEWER	100,200	81,900	(18,300)	-18.3%	Assumes 10% increase over prior year
18	OTHER UTILITIES	-	-	-	0.0%	
19	TOTAL UTILITIES	340,000	397,043	57,043	16.8%	
	MAINTENANCE AND OPERATIONS					
20	SALARIES AND WAGES	-	-	-	0.0%	
21	FRINGE BENEFITS	-	-	-	0.0%	
22	UNIFORMS	-	-	-	0.0%	
23	VEHICLE GAS, OIL	8,300	10,750	2,450	29.5%	
24	MATERIALS	65,200	81,407	16,207	24.9%	Adjusted by OMS
25	CONTRACT COSTS	-	-	-	0.0%	
26	TOTAL MAINTENANCE AND OPERATIONS	73,500	92,157	18,657	25.4%	
	GENERAL EXPENSE					
27	INSURANCE	28,000	67,931	39,931	0.0%	
28	P.I.L.O.T.	-	-	-	0.0%	
29	BAD DEBT EXPENSE	-	-	-	0.0%	
30	OPEB EXPENSE	-	-	-	0.0%	
31	OTHER GENERAL EXPENSE	-	-	-	0.0%	
32	TOTAL GENERAL EXPENSE	28,000	67,931	39,931	0.0%	
	FINANCING EXPENSES					
33	DEBT SERVICE AND REPLACEMENT RES	150,402	150,402	-	0.0%	
34	TOTAL NON-OPERATING ITEMS	150,402	150,402	-	0.0%	
	NON-OPERATING ITEMS					
35	DEPRECIATION	-	-	-	0.0%	
36	TOTAL NON-OPERATING ITEMS	-	-	-	0.0%	
35	TOTAL EXPENSES	1,454,967	1,650,101	195,134	13.4%	
36	GAIN OR LOSS	10,700	9,650	(1,050)	0.0%	

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:
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