

A G E N D A
BOARD OF COMMISSIONERS
HOUSING AUTHORITY OF THE COUNTY OF MERCED

Regular Meeting
Wednesday, June 18, 2025
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

Hub Walsh, Chairperson
Rick Osorio, Vice-Chair
Evelyne Dorsey
Marilyn Scorby
Rachel Torres
Robert Dylina

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. PUBLIC COMMENT

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. AGENCY OR COMMISSIONER REVISIONS TO AGENDA

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



IV. CONSENT CALENDAR

1. Meeting Minutes May 21, 2025, Regular Meeting
2. Rent Delinquency Report May 2025
3. Financial Reports for May 2025
4. Public Housing Occupancy/Vacancy Report for May 2025
5. HCV Program Counts May 2025
6. Human Resources & Board Clerk Report / Development

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

V. PUBLIC HEARING

1. Assembly Bill 2561 – Vacancy, Recruitment, and Retention Presentations
 - i. Housing Authority of the County of Merced
 - ii. AFCSME

VI. REGULAR CALENDAR

1. Resolution Item(s):
None
2. Action Item(s):
None

VII. EXECUTIVE DIRECTOR REPORT/DEPARTMENT HEAD REPORTS

1. Rental Assistance Demonstration Presentation
2. Informational Only: Preserving HUD by Unilateral Executive Action
3. Staff Report: Procurement Update
4. PHA Annual & Five-Year Plan
5. Authority Operating Budget

VIII. COMMISSIONERS' COMMENTS/REQUESTS FOR FUTURE AGENDA ITEMS

IX. ADJOURN TO CLOSED SESSION: CLOSED SESSION ITEM(S)

None

X. RECONVENE TO OPEN SESSION: CLOSED SESSION REPORT OF ACTIONS

XI. ADJOURNMENT



MINUTES
BOARD OF COMMISSIONERS
HOUSING AUTHORITY OF THE COUNTY OF MERCED

Regular Meeting
Wednesday, May 21, 2025
12:00 p.m.

- I. The meeting was called to order by Vice-Chair Osorio at 12:23 p.m., and the Secretary was instructed to call the roll.

Commissioners Present:

Rick Osorio, Vice Chairperson
Marilyn Scorby
Rachel Torres
Robert Dylina
Evelyn Dorsey

Commissioners Absent:

Hub Walsh, Chairperson

Vice-Chair Osorio declared there was a quorum present.

Staff Present:

Rosa Vazquez, Executive Director/Board Secretary
Tom Lewis, Legal Counsel
Sarahi Meraz, Finance Officer
Blanca Arrate, Director of Housing Programs
Evelyn Chavira, Director of Procurement
Maria Alvarado, Director of Development
Blanca Salinas, HR Manager & Clerk of the Board

Others Present:

None

II. PUBLIC COMMENT

None

III. AGENCY OR COMMISSIONER REVISION TO AGENDA

None

(M/S/C): Commissioner Osorio/Commissioner Dorsey/Motion Passed Unanimously

IV. CONSENT CALENDAR

1. Meeting Minutes April 16, 2025, Regular Meeting

(M/S/C): Commissioner Scorby/Commissioner Dylina/Motion Passed Unanimously

2. Rent Delinquency Report April 2025



(M/S/C): Commissioner Scorby/Commissioner Dylina/Motion Passed Unanimously

3. Financial Reports for April 2025

(M/S/C): Commissioner Scorby/Commissioner Dylina/Motion Passed Unanimously

4. Public Housing Occupancy/Vacancy Report for April 2025

(M/S/C): Commissioner Scorby/Commissioner Dylina/Motion Passed Unanimously

5. HCV Program Counts April 2025

(M/S/C): Commissioner Scorby/Commissioner Dylina/Motion Passed Unanimously

6. Human Resources & Board Clerk Report

(M/S/C): Commissioner Scorby/Commissioner Dylina/Motion Passed Unanimously

V. REGULAR CALENDAR

1. Resolution Item(s):

None

2. Action Item(s):

None

VI. EXECUTIVE DIRECTOR REPORT/DEPARTMENT HEAD REPORTS

1. Executive Director Vazquez provided an update on the upcoming Authority Annual and Five-Year Plans as well as the budget for FY 2025-2026. Because the Authority will be presenting budgets for review and in accordance with AB 2561 the Authority and AFSCME will be making presentations at the June meeting.
2. Executive Director Vazquez informed the Board that the Authority had received notification of proposed budget cuts for the Section 8 program for the upcoming Fiscal Year 2026. These cuts total approximately \$26.7 billion in funding along with several proposed program changes. At this time the notice is for proposed cuts and changes as they have not been approved.
3. Director of Development Alvarado provided an update on the Los Banos Homes project as requested by Vice-Chair Osorio. The inspections for the homes are going well and the project is expected to be completed in approximately eight months. Additionally, updates on migrant housing were provided for both year-round and seasonal, this included the number of leases and vacancies. Three out of four seasonal Migrant Centers are currently opened with the Planada center beginning their season on May 22, 2025.



VII. COMMISSIONER’S COMMENTS/REQUESTS FOR FUTURE AGENDA ITEMS

Executive Director Vazquez notified the Board of the Authority’s efforts to work with a developer to create PR for the Tiny Homes project.

Commissioner Scorby requested that a discussion for questions regarding the Authority’s Annual and 5-Year plans and budgets be added to the executive report for the June meeting. Commissioner was advised that the June meeting would not be able to accomodate her request due to AB2561 & RAD presentations as well as review of Agency Plan and Budgets. She then requested that for the July meeting, there be a Commissioner's comments and discussion included in the Agenda instead.

VIII. ADJOURN TO CLOSED SESSION: CLOSED SESSION ITEM(S)

None

IX. RECONVENE TO OPEN SESSION: CLOSED SESSION REPORT OF ACTION

X. ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 12:50 PM.

(M/S/C): Commissioner Torres/Commissioner Dylina/Motion Passed Unanimously

Chairperson Signature

Date: June 18, 2025

Secretary Signature

Date: June 18, 2025



Aged Receivables Report for 05/31/2025 - As of 06/07/2025

Property	0 - 30 days	31-60 days	61 - 90 days	Over 90 days	Total Unpaid Charges	Balance
AMP 1						
ca023001 PH - Merced	5,804.80	1,816.94	156.01	9,173.88	16,951.63	16,951.63
ca023010 PH - Merced	2,044.99	273.00	50.00	4,391.47	6,759.46	6,759.46
ca023013 PH - Merced Sr	35.00	169.00	50.00	693.06	947.06	947.06
ca023021 PH - Acquisition	0.00	0.00	0.00	0.00	0.00	0.00
ca023023 PH - Acquisition	0.00	0.00	0.00	0.00	0.00	0.00
AMP 1 TOTALS	7,884.79	2,258.94	256.01	14,258.41	24,658.15	24,658.15
AMP 2						
CA023003 PH - Atwater - Cameo	298.00	383.02	0.00	72.25	753.27	753.27
ca023006 PH - Livingston	5,450.00	4,195.50	25.00	311.04	9,981.54	9,981.54
012a PH - Atwater	-289.00	-190.00	3,757.00	570.25	3,848.25	3,848.25
012b PH - Winton	0.00	0.00	0.00	0.00	0.00	0.00
AMP 2 TOTALS	5,459.00	4,388.52	3,782.00	953.54	14,583.06	14,583.06
AMP 3						
ca023002 PH - Los Banos	826.80	579.00	0.00	25.00	1,430.80	1,430.80
ca023004 PH - Los Banos - Abby, B, C & D	419.19	95.00	25.00	-718.00	-178.81	-178.81
ca023005 PH - Dos Palos - West Globe	1,834.00	1,378.00	500.00	2,806.27	6,518.27	6,518.27
ca023011 PH - Los Banos - J & K St	899.00	645.88	50.00	410.94	2,005.82	2,005.82
012c PH - Dos Palos - Alleyne	613.98	953.00	0.00	1,933.00	3,499.98	3,499.98
012d PH - Dos Palos - Globe	185.00	0.00	0.00	-391.00	-206.00	-206.00
AMP 3 TOTALS	4,777.97	3,650.88	575.00	4,066.21	13,070.06	13,070.06
AMP 4						
ca023024 PH 1st Street	136.00	0.00	0.00	0.00	136.00	136.00
AMP 4 TOTALS	136.00	0.00	0.00	0.00	136.00	136.00
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	0.00	0.00	0.00
pbc - atw	749.00	367.00	75.00	1,718.00	2,909.00	2,909.00
pbc - dp	92.00	25.00	25.00	285.00	427.00	427.00
pbc - mid	6,879.81	210.00	300.00	757.14	8,146.95	8,146.95
VALLEY VIEW TOTALS	7,720.81	602.00	400.00	2,760.14	11,482.95	11,482.95
FELIX TORRES YEAR ROUND						
ft.yr Felix Torres Year Round Center	1,427.00	-120.00	40.00	3,219.00	4,566.00	4,566.00
FELIX TORRES YEAR ROUND TOTALS	1,427.00	-120.00	40.00	3,219.00	4,566.00	4,566.00
HOUSING AUTHORITY TOTALS	27,405.57	10,780.34	5,053.01	25,257.30	68,496.22	68,496.22

Housing Authority of the County of Merced

Financial Statement - AMP 1 (.fs-amp1)

Budget Comparison

Period = Oct 2024 - April 2025

	YTD Actual	YTD Budget	Variance	% Var	Annual
Revenue & Expenses					
INCOME					
NET TENANT INCOME (1)	539,855	452,232	87,623	19	775,255
TOTAL GRANT INCOME (2)	385,887	414,656	-28,769	-7	710,838
TOTAL INCOME	925,742	866,888	58,854	7	1,486,093
EXPENSES					
TOTAL ADMINISTRATIVE EXPENSES (3,4,5,6)	334,158	254,878	-79,280	-31	436,933
TOTAL TENANT SERVICES EXPENSES (7)	2,970	933	-2,037	-218	1,600
TOTAL UTILITY EXPENSES (8)	137,432	147,146	9,714	7	252,250
TOTAL MAINTENACE EXPENSES (9,10,11)	227,921	251,043	23,122	9	430,360
TOTAL GENERAL EXPENSES (12)	100,303	92,018	-8,285	-9	157,745
TOTAL HOUSING ASSISTANCE PAYMENTS	4,189	4,667	478	10	8,000
TOTAL FINANCING EXPENSES	23,333	23,333	0	0	40,000
TOTAL NON-OPERATING ITEMS (13)	679	22,001	21,322	97	37,716
TOTAL EXPENSES	830,985	796,019	-34,967	-4	1,364,604
NET INCOME	94,757	70,868	23,888	34	121,489

(1) Tenant Rent +\$ 88K (Rents +\$ 75K, Other Tenant Inc. +\$ 13K)

(2) Grant Subsidy -\$ 28K

(3) Admin - Salary & Benefits +\$ 13K

(4) Legal -\$ 7K

(5) Other Admin -\$ 37K (Mgt Fees -\$ 11K, Consultants -\$ 23K, Audit/IT Conculstanst -\$ 3K)

(6) Misc Admin. -\$47K (Temp Admin Labor -\$ 42K, Postage -\$ 4K, Tele/Answering Service -\$1K)

(7) Tenant Services Exp. -\$ 2K - (Tenant Relocation Exp.)

(8) Utilities +\$ 10K (Sewer & Water)

(9) Maint. Salary & Benefits +\$ 17K (Sal +\$ 7K, Benefits +\$ 17K, on-call service -\$4K, Vehicle Gas -\$3K)

(10) Maint. Costs Supplies -\$ 1K (Supply Maint./Repairs/Paint +\$ 13K, Appliances -\$ 2K, Plumbing -\$ 10K, Janitorial -\$ 2K)

(11) Contract Costs +\$ 7K (HVAC +\$ 4K, Landscaping +\$ 4K, Plumbing +\$ 3K, Janitorial -\$ 2K, Veh Maint +\$ 3k, Carpet/Flr +\$ 7K, Bld Rep -\$ 5K, Alarm -\$ 7K)

(12) Gen Exp. - Pymts in Lieu -\$ 8 (Higher Rents collected)

(13) Non-Operating Exp. +\$ 21K - Lower Depre. Exp.

Housing Authority of the County of Merced

Financial Statement - AMP 2 (.fs-amp2)

Budget Comparison

Period = Oct 2024 - April 2025

	YTD Actual	YTD Budget	Variance	% Var	Annual
Revenue & Expenses					
INCOME					
NET TENANT INCOME (1)	375,905	389,180	-13,275	-3	667,166
TOTAL GRANT INCOME (2)	287,909	288,851	-942	0	495,173
TOTAL INCOME	663,814	678,031	-14,217	-2	1,162,339
EXPENSES					
TOTAL ADMINISTRATIVE EXPENSES (3,4,5)	228,446	202,547	-25,899	-13	347,224
TOTAL TENANT SERVICES EXPENSES	142	58	-83	-143	100
TOTAL UTILITY EXPENSES (6)	130,318	124,053	-6,265	-5	212,663
TOTAL MAINTENACE EXPENSES (7,8,9)	183,794	190,771	6,977	4	327,035
TOTAL GENERAL EXPENSES (10)	67,267	68,369	1,102	2	117,204
TOTAL HOUSING ASSISTANCE PAYMENTS	2,327	1,604	-723	-45	2,750
TOTAL FINANCING EXPENSES	11,667	11,667	0	0	20,000
TOTAL NON-OPERATING ITEMS	305	146	-159	-109	250
TOTAL EXPENSES	624,266	599,215	-25,050	-4	1,027,226
NET INCOME	39,549	78,816	-39,267	-50	135,113

(1) Tenant Rents -\$ 23K (Other Tenant Inc +\$ 10K)

(2) HUD PHA Subsidy -\$ 1K

(3) Other Admin Exp -\$12K (Management Fees -\$ 8K, Consultants/ITConcultants -\$ 4K

(4) Admin - Salary & Benefits +\$ 16K, Legal -\$ 3K

(5) Misc. Admin -\$ 27K, (Temp Labor -\$ 24K, Answering Service -\$3K)

(6) Utilities -\$ 6K (Water/Sewer -\$ 10K, Elect. & Gas +\$ 11K, Garbage -\$ 7K)

(7) Maint. Salary & Benefits Exp. +\$ 26K (Salary +\$23, Benefits +\$ 3K)

(8) Material Exp. -\$ 4K - (Janitorial/Repairs +\$3K, Plumbing -\$ 10K, Grounds/Appliance +\$ 3)

(9) Contract Costs -\$ 15K, (Landscaping -\$ 8K, Repairs & Flooring +\$ 7K, Janitorial + \$ 1K, Plum -\$ 16K, Inspections +\$ 1K

(10) General Exp +\$ 1K (Payment in Lieu)

Housing Authority of the County of Merced

Financial Statement - AMP 3 (.fs-amp3)

Budget Comparison

Period = Oct 2024 - April 2025

	YTD Actual	YTD Budget	Variance	% Var	Annual
Revenue & Expenses					
INCOME					
NET TENANT INCOME (1)	432,193	349,218	82,975	24	598,660
TOTAL GRANT INCOME (2)	300,830	295,158	5,672	2	505,986
TOTAL INCOME	733,023	644,377	88,646	14	1,104,646
EXPENSES					
TOTAL ADMINISTRATIVE EXPENSES (3,4,5,6)	215,751	207,886	-7,867	-4	356,376
TOTAL TENANT SERVICES EXPENSES	616	1,021	405	40	1,750
TOTAL UTILITY EXPENSES (7)	110,626	111,921	1,295	1	191,864
TOTAL MAINTENACE EXPENSES (8,9,10)	121,287	206,025	84,739	41	353,187
TOTAL GENERAL EXPENSES (11)	77,016	73,639	-3,377	-5	126,238
TOTAL HOUSING ASSISTANCE PAYMENTS	3,339	4,375	1,036	24	7,500
TOTAL FINANCING EXPENSES	10,208	10,208	0	0	17,500
TOTAL NON-OPERATING ITEMS	317	0	-317	N/A	0
TOTAL EXPENSES	539,160	615,075	75,914	12	1,054,415
NET INCOME	193,863	29,301	164,560	562	50,231

(1) Tenant Rent +\$ 76K, Other Tenant Income +\$ 7K

(2) Grant Subsidy +\$ 6K

(3) Salaries +\$ 31K & Benefits +\$ 7K

(4) Legal -\$ 2K

(5) Other Admin -\$ 8K (Consultants -\$ 3K, Mgt Fee - \$5K)

(6) Misc. Admin -\$ 35K (Temp Labor -\$ 29K, Internet/Tele - \$ 6K)

(7) Utility Exp. +\$ 1K (Water +\$ 4K, Garb/Sewer/Elec -\$ 3K)

(8) Maintenance Salary & Benefit +\$ 23K (Salary Exp +\$ 24K, Benefits -\$ 1K)

(9) Supplies Maintenance +\$ 26K - (Maint/Repairs +\$ 14K, Appliance/Elect +\$ 5K, Plum/Grounds/Decorating +\$ 7K)

(10) Contract Costs +\$ 35K, (Rep/Paint +\$ 8K, Landscape +\$ 8K, HVAC +\$ 7K, Equip Rental +\$ 6K, Inspec +\$ 3K, Pest/Veh Maint +\$ 3K)

(11) General Expense -\$ 3K (Payments in Lieu -\$ 5K, Workers Comp +\$ 2K)

Housing Authority of the County of Merced
Financial Statement - AMP4 - 1st Street, Merced (.fs-amp4)

Budget Comparison

Period = Oct 2024 - April 2025

	YTD Actual	YTD Budget	Variance	% Var	Annual
Revenue & Expenses					
INCOME					
TENANT INCOME					
NET TENANT INCOME (1)	16,249	11,708	4,541	39	20,070
TOTAL GRANT INCOME (2)	12,412	14,725	-2,314	-16	25,244
TOTAL INCOME	28,661	26,433	2,228	8	45,314
EXPENSES					
TOTAL ADMINISTRATIVE EXPENSES	10,804	8,637	-2,167	-25	14,807
TOTAL TENANT SERVICES EXPENSES	5	0	-5	N/A	0
TOTAL UTILITY EXPENSES	3,965	4,431	466	11	7,596
TOTAL MAINTENACE EXPENSES	8,603	4,841	-3,761	-78	8,299
TOTAL GENERAL EXPENSES	1,231	2,591	1,360	52	4,442
TOTAL HOUSING ASSISTANCE PAYMENTS	0	58	58	100	100
TOTAL FINANCING EXPENSES	523	642	119	19	1,100
TOTAL NON-OPERATING ITEMS	27,858	27,858	0	0	47,757
TOTAL EXPENSES	52,989	49,059	-3,930	-8	84,102
NET INCOME	-24,328	-22,626	-1,702	8	-38,788

(1) Rent Inc +\$ 1K

(2) Grant Inc -\$2K

Housing Authority of the County of Merced
Financial Statement - All HCV Properties with Sub (.fs-hcvs)

Budget Comparison

Period = Oct 2024 - April 2025

	YTD Actual	YTD Budget	Variance	% Var	Annual
Revenue & Expenses					
INCOME					
TOTAL GRANT INCOME (1)	15,872,959	15,430,900	442,059	3	6,613,243
TOTAL OTHER INCOME	254	875	-622	-71	375
TOTAL INCOME	15,873,213	15,431,775	441,437	3	6,613,618
EXPENSES					
TOTAL ADMINISTRATIVE EXPENSES (2,3,4,5)	944,978	1,134,154	189,175	17	486,066
TOTAL TENANT SERVICES EXPENSES	2,134	1,546	-588	-38	662
TOTAL UTILITY EXPENSES	987	155	-833	-539	66
TOTAL MAINTENACE EXPENSES (6)	27,078	9,946	-17,132	-172	12,151
TOTAL GENERAL EXPENSES (7)	42,222	29,662	-12,561	-42	12,712
TOTAL HOUSING ASSISTANCE PAYMENTS (8,9,10,11)	14,461,715	13,918,879	-542,836	-4	5,944,997
TOTAL FINANCING EXPENSES	42,321	42,321	0	0	18,137
TOTAL NON-OPERATING ITEMS	25	0	-25	N/A	0
TOTAL EXPENSES	15,521,460	15,136,662	-384,800	-3	6,487,141
NET INCOME	351,753	295,114	56,637	19	126,477

- (1) HAP from HUD + \$ 442K (HAP Earned +\$ 430K, Admin +\$ 4K, Port in +\$ 8K)
- (2) Salaries +\$ 183K & Benefits Costs +\$ 14K
- (3) Legal Fees +\$ 4K
- (4) Other Adm Exp. +\$ 65K (Mgt Fee +\$ 36K, Bkpping fees +\$ 29K)
- (5) Misc. Admin. Exp. -\$ 76K (Office Supplies +\$ 5K, Postage +\$ 6K, Other Misc +\$ 4K, Tele/Ans Serv -\$ 16K, Temp Labor -\$ 78K, Copier/Comp Parts +\$ 3K)
- (6) Lower Contract Costs -\$ 18K (Alarm -\$22K, Main Consultants/HVAC/Rep/Pain +\$4K)
- (7) Portout Adm Exp -\$ 11K, Worker's Comp -\$ 1K
- (8) Port Out Payments -\$ 119K (higher than budgeted)
- (9) Higher HAP issued -\$ 388K
- (10) Escrow Contributions Higher -\$ 25
- (11) Tenant Utility Pmts -\$ 11K

Housing Authority of the County of Merced

Financial Statement - Central Office Cost Center (cocc)

Budget Comparison

Period = Oct 2024 - April 2025

	YTD Actual	YTD Budget	Variance	% Var	Annual
Revenue & Expenses					
INCOME					
TOTAL OTHER INCOME	772,544	737,849	34,695	5	1,264,884
TOTAL INCOME (1,2,3)	772,544	737,849	34,695	5	1,264,884
EXPENSES					
TOTAL ADMINISTRATIVE EXPENSES (4,5,6,7)	720,338	701,797	-18,542	-3	1,203,082
TOTAL TENANT SERVICES EXPENSES	3,001	875	-2,126	-243	1,500
TOTAL UTILITY EXPENSES (8)	28,376	28,146	-231	-1	48,250
TOTAL MAINTENACE EXPENSES (9,10)	41,912	27,825	-14,087	-51	47,700
TOTAL GENERAL EXPENSES (11)	33,212	22,167	-11,046	-50	38,000
TOTAL FINANCING EXPENSES	43,750	43,750	0	0	75,000
TOTAL NON-OPERATING ITEMS	2,456	4,958	2,502	50	8,500
TOTAL EXPENSES	873,045	829,518	-43,530	-5	1,422,032
NET INCOME	-100,501	-91,669	-8,835	10	-157,148

- (1) Other Income +\$ 35K (Mgmt. Fees +\$ 18K, Misc. Inc. +\$ 17K)
- (2) Asset Mgt Fee booked as budgeted (As Budgeted +\$ 29K)
- (3) Admin Fee to be booked as Cap Projects funding allows (fund drawn +\$ 156K)
- (4) Admin Salary +\$ 51K & Benefits Higher -\$ 22K
- (5) Legal Fees +\$ 12K
- (6) Admin Other Exp +\$ 7K (Training/travel +\$ 7K, Consultants +\$ 3K, IT Consultants + \$ 3K, Audit -\$ 6K)
- (7) Misc. Admin. Exp. -\$ 67K (Internet -\$ 4K, Postage +\$ 2K, Temp Labor -\$ 72K, Software/Tele/Other Mis +\$ 7K)
- (8) Utilities (Water +\$ 2K, Gas -\$ 2K)
- (9) Contract -\$ 13K (Paint/Elect -\$ 3K, Alarm Monitoring -\$ 14K, Janitorial/Landscaping +\$ 4K)
- (10) Supplies -\$ 1K (Ground -\$ 1K)
- (11) General Exp. - \$ 11K (W/C higher to rate reclassification from Ins Co.)

Housing Authority of the County of Merced

Financial Statement - Langdon Villas (langdon)

Budget Comparison

Period = Oct 2024 - April 2025

	YTD Actual	YTD Budget	Variance	% Var	Annual
Revenue & Expenses					
INCOME					
NET TENANT INCOME	46,972	43,416	3,555	8	74,428
TOTAL OTHER INCOME (1,2)	346,342	300,216	46,127	15	514,655
TOTAL INCOME	393,314	343,632	49,682	14	589,083
EXPENSES					
TOTAL ADMINISTRATIVE EXPENSES (3)	43,783	49,121	5,338	11	84,207
TOTAL UTILITY EXPENSES	74	375	301	80	643
TOTAL MAINTENACE EXPENSES (4)	23,505	6,813	-16,692	-245	11,680
TOTAL GENERAL EXPENSES	14,291	13,355	-934	-7	22,895
TOTAL FINANCING EXPENSES	89,250	89,250	0	0	153,000
TOTAL NON-OPERATING ITEMS	2,006	2,006	0	0	3,438
TOTAL EXPENSES	172,909	160,920	-11,987	-7	275,864
NET INCOME	220,405	182,712	37,695	21	313,220

(1) Tenant Inc +\$50K (Rental Inc +\$ 4K, Other Inc +\$ 24K)

(2) Management Fee +\$ 22K

(3) Admin +\$ 5K (Salary/Benefits +\$ 1K, Misc Adm/Consultants +\$ 2K, Legal +\$ 2K)

(4) Contract Cotst -16K, (Alarm -\$ 17K, Landscaping/HVAC +\$ 1K)

Housing Authority of the County of Merced
Financial Statement - Obanion Learning Center (obanion)

Budget Comparison

Period = Oct 2024 - April 2025

	YTD Actual	YTD Budget	Variance	% Var	Annual
Revenue & Expenses					
INCOME					
NET TENANT INCOME (1)	120,721	127,142	-6,421	-5	217,958
TOTAL INCOME	120,721	127,142	-6,421	-5	217,958
EXPENSES					
TOTAL ADMINISTRATIVE EXPENSES	13,450	12,998	-451	-3	22,283
TOTAL TENANT SERVICES EXPENSES	2,389	0	-2,389	N/A	0
TOTAL UTILITY EXPENSES (2)	47,748	55,435	7,687	14	95,032
TOTAL MAINTENACE EXPENSES (3)	34,528	19,601	-14,926	-76	33,603
TOTAL GENERAL EXPENSES	3,993	3,515	-478	-14	6,026
TOTAL NON-OPERATING ITEMS	32,688	32,321	-366	-1	55,408
TOTAL EXPENSES	134,795	123,872	-10,923	-9	212,352
NET INCOME	-14,074	3,270	-17,345	-530	5,606

(1) Tenant Rents -\$ 6K (Rent Inc -\$ 12K, Tenant Utilities -\$ 5K)

(2) Utilities (Garbage +\$ 4K, Elec/Water/Sewer +\$ 3K)

(3) Maintenance - Contract -\$ 15K (Landscaping -\$ 12K, Elec/Janitorial/FL Covering -\$ 3K)

Housing Authority of the County of Merced

Financial Statement - Property = .fs-vv sub-dp sub-mid sub-atw

Budget Comparison

Period = Oct 2024 - April 2025

	YTD Actual	YTD Budget	Variance	% Var	Annual
Revenue & Expenses					
INCOME					
NET TENANT INCOME (1,2)	506,672	382,103	124,569	33	655,033
TOTAL GRANT INCOME (3)	370,805	368,952	1,853	1	632,489
TOTAL INCOME	877,477	751,055	126,422	17	1,287,522
EXPENSES					
TOTAL ADMINISTRATIVE EXPENSES (4,5)	66,091	98,275	32,183	33	168,471
TOTAL UTILITY EXPENSES (6)	68,518	71,145	2,628	4	121,963
TOTAL MAINTENACE EXPENSES (7,8,9)	120,780	92,830	-27,950	-30	159,137
TOTAL GENERAL EXPENSES	24,358	25,731	1,373	5	44,110
TOTAL HOUSING ASSISTANCE PAYMENTS (10)	372,994	369,681	-3,313	-1	633,739
TOTAL FINANCING EXPENSES	39,958	39,958	0	0	68,500
TOTAL NON-OPERATING ITEMS	9,093	9,076	-18	0	15,558
TOTAL EXPENSES	701,792	706,696	4,903	1	1,211,478
NET INCOME	175,685	44,359	131,325	296	76,044

- (1) Tenant Assistance Pmts +\$ 122K
- (2) Misc Tenant Inc +\$ 2K
- (3) Grant Inc +\$ 2k
- (4) Salaries - Vacant staff positions +\$ 23K, Lower Benefit costs +\$ 4K
- (5) Legal Exp Lower +\$ 9K, Mgt Fee -\$3K
- (6) Utility +\$ 3K (Elect/Gas +\$ 3K, Water/Sewer +\$ 4K, Garbage -\$ 4K)
- (7) Maint. Salary +\$ 10K, Benefits -\$ 2K
- (8) Supplies costs +\$ 3K (Maint/Repairs +\$ 4K, Appliance/Decorting/Grounds +\$ 2K,Plumbing -\$ 3K)
- (9) Contract Costs -\$ 40K (Alarm -\$32k, HVAC -\$ 8K, Plumb/Landscaping/Janitorial -\$ 6K, Appliance/Bldg Rep/Concul +\$6K)
- (10) Housing Assis -\$ 3 (Payments -\$ 2k, FSS Contrib -\$ 1K)

Housing Authority of the County of Merced

Financial Statement - Felix Torres Year Round (.fs-fty)

Budget Comparison

Period = Oct 2024 - April 2025

	YTD Actual	YTD Budget	Variance	% Var	Annual
Revenue & Expenses					
INCOME					
NET TENANT INCOME (1)	355,634	364,310	-8,676	-2	624,531
TOTAL INCOME	355,634	364,310	-8,676	-2	624,531
EXPENSES					
TOTAL ADMINISTRATIVE EXPENSES (2)	36,301	68,296	31,998	47	117,079
TOTAL TENANT SERVICES EXPENSES	371	0	-371	N/A	0
TOTAL UTILITY EXPENSES	53,194	56,846	3,652	6	97,450
TOTAL MAINTENACE EXPENSES (3,4)	85,556	56,828	-28,728	-51	97,420
TOTAL GENERAL EXPENSES (5)	22,171	25,572	3,401	13	43,838
TOTAL FINANCING EXPENSES	11,667	11,667	0	0	20,000
TOTAL NON-OPERATING ITEMS	114,025	114,025	0	0	195,471
TOTAL EXPENSES	323,285	333,234	9,952	3	571,258
NET INCOME	32,349	31,076	1,276	4	53,273

(1) Tenant income -\$ 9K (Tenant Rent +\$ 32K, Rental Assistance -\$ 45K, Misc Inc. +\$ 4K)

(2) Total Admin +\$ 32K (Salary +\$ 18K, Benefits +\$ 10K, Audit/Consults +\$ 2K, Mis Adm +\$ 2K)

(3) Maint. Salary -\$ 9K, Benefits +\$ 6K, Supplies -\$ 8K

(4) Contract -\$ 24K (combination of Flr Covering, Carpet Cleaning, Alarm Monitoring, Consultant and Other costs)

(5) General Exp. +\$ 3K (W/C Exp.)

Housing Authority of the County of Merced

Financial Stmt - Migrant (.fs-mig)

Budget Comparison

Period = Oct 2024 - April 2025

	YTD Actual	YTD Budget	Variance	% Var	Annual
Revenue & Expenses					
INCOME					
INCOME	1,447,476	1,630,499	183,023	11	1,956,599
TOTAL INCOME (1)	1,447,476	1,630,499	183,023	11	1,956,599
EXPENSES					
Total - Center Personnel (2)	520,562	637,758	117,196	18	765,309
Total - Operating Expenses (3)	635,072	674,073	39,001	6	808,888
Total - Maintenance Expenses (4)	19,421	48,833	29,412	60	58,600
Total - Contractor Administration (5)	147,086	144,500	-2,586	-2	173,400
Total - Debt Service and Replacement	125,335	125,335	0	0	150,402
TOTAL	1,447,476	1,630,499	183,023	11	1,956,599

(1) Zero budget, offset to variance in expenses -\$ 183K

(2) Salaries +\$ 29K, Benefits +\$ 88K

(3) Higher utilities - Net diff. +\$ 39k, (Utilities -\$ 71k, Communications +\$ 112K, Major Equip. -\$ 2K, Prop/Liab Ins -\$ 3K, Sewer&Water/Veh Rep/Off Supplies -\$6K)

(4) General expenses +\$29K, (Elec/Plumb/Paint +\$ 19K, Lumb/Materials +\$ 8K, Ground Maint +\$ 2K)

(5) Audit -\$ 3K

Total Number of Public Housing Units: 421
 Number of Occupied Units: 416
 Number of Vacant Units: 5

Unit ID	Prospective Resident	Move - In Date	Security Deposit Amount
129	Yes	pending unit turnover	\$500.00
268	Yes	pending unit turnover	\$500.00
362	Yes	pending unit turnover	\$500.00
162	Yes	pending unit turnover	\$500.00
463	Yes	pending unit turnover	\$300.00

Indicators

Sub-Indicator #1	Performance Scoring	Dec	Jen	Feb	March	April	May
Lease Up Days		181	250	250	196	532	608
Average Lease Up Days		13.92	13.89	13.89	15.08	16.63	17.37
Make Ready Time		348	418	418	299	721	984
Average Make Ready Days		26.77	23.22	23.22	23	22.53	28.11
Down Days		327	413	413	315	1015	908
Average Down Days		25.15	22.94	22.94	24.23	31.72	25.94
Total # Vacant Units Turned		13	18	18	13	32	35
Total # Turn Around Days		856	1081	1081	810	2268	2500
Average Turn Around Days (To Date)	A = 0-20 B = 21-25 C = 26-30 D = 31-40 F = more than 50	65	60	60	62	70	71

These indicators measure the annual average amount of time it takes a PHA to turn around its vacant units.

Lease Up Days means for each "turned" unit in the immediate fiscal year, the days from the date maintenance gives the keys back to management for rental to the effective date of the lease

Make Ready Time means for each unit "turned" in the immediate fiscal year, the days from the date maintenance

receives the keys to the date maintenance turns the unit back to management for rental

Down Days means for each unit "turned" in the immediate fiscal year, the days from the date the unit was discovered to be vacant or the date the lease expired,

Total # Vacant Units Turned means the number of units that completed the turnaround cycle which consists of down, make ready and lease up time during

Total # Turn Around Days means total number of days from the day the lease expired (or when the unit was discovered vacant) to the effective date of the new lease

HCV Program Counts

[illegible]

STAFF REPORT

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

FROM: Blanca Salinas, HR Manager/Clerk of the Board

DATE: June 18, 2025

SUBJECT: Housing Authority of the County of Merced Departmental Update

Clerk of the Board

The vacancy for the position of Resident Commissioner – Public Housing remains. Public Housing staff continue to search for interested candidates. During the Resident Advisory Board meeting, the members of the board were asked if anyone was interested in the position, one member was recommended. Public Housing staff will be reaching out to the recommended resident to see if they are interested.

Human Resources

The Authority currently has six (6) vacant positions. Of those positions, one (1) is a management position; Director of Housing Programs.

The remaining five (5) are represented positions; Eligibility Specialist (2), Administrative Clerk (1), Maintenance Worker (1), and Development Tech (1).

Interviews were held for the position of Administrative Clerk II, however, an offer was not extended. The Authority has scheduled an interview for the Maintenance Worker position for later this month. An offer has been extended and accepted for Eligibility Specialist. A tentative start date of June 24, 2025, has been scheduled.

As of this report, the represented positions' vacancy rate is now at 16%.

STAFF REPORT

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

FROM: Blanca Salinas, Manager/Clerk of the Board

DATE: June 18, 2025

SUBJECT: Public Hearing- Housing Authority of the County of Merced
Vacancies and Recruitment & Retention Efforts Status Report in
Compliance with Government Code section 3502.3

Overview

The purpose of this report is to present an update on position vacancies as of January 2025 in compliance with Government Code section 3502.3.

Background

On September 22, 2024, Governor Newsome signed AB 2561 into law to amend the Meyers-Millias-Brown Act and create a new obligation for public agencies to publicly address the status of their vacancies. As a basis for the new requirements, the California Legislature determined that high job vacancies impact public service delivery, understaffing lead to burnout, and increase turnover.

AB 2561 imposed three requirements on local agencies: 1.) At least once each fiscal year, an agency's governing board must hold a public hearing and receive the agency's report on the status of vacancies and recruitment and retention efforts; 2.) During the hearing, the agency must identify any necessary changes to policies, procedures, and recruitment activities that may lead to hiring obstacles; and 3.) The agency must allow the recognized employee organization for a bargaining unit to make a presentation at the hearing.

Status Report

As part of the Authority's Fiscal Year 2024-2025 budget process, the Board of Commissioners approved a total of forty (40) full-time positions. Of the approved positions thirty-one (31) are represented positions and nine (9) are non-represented.

As of the date of this report there are a total of eight (8) vacant positions – Director of Housing Programs (1), Compliance Analyst (1), Asset Manager (1), Administrative Clerk (1), Eligibility Specialist (2), Maintenance Worker (1), Development Technician (1).

The position of Housing Program Specialist was filled on May 22, 2025.

Currently, the Authority remains at eight (8) vacant positions – Director of Housing Programs (1), Compliance Analyst (1), Asset Manager (1), Administrative Clerk (1), Eligibility Specialist (2), Maintenance Worker (1), Development Technician (1). This represents an overall agency vacancy rate of seventeen and a half percent (17.5%). However, of the vacant positions, five (5) are part of a bargaining unit resulting on a vacancy rate of sixteen percent (16%) for purposes of Government Code section 3502.3.

Information regarding represented vacant positions and when the vacancy was created are as follows:

- Development Tech – September 23, 2024
- Administrative Clerk – August 12, 2024
- Eligibility Specialist – June 5, 2024
- Eligibility Specialist – May 2, 2023
- Maintenance Worker II – September 26, 2024

Recruitment efforts for these positions include creating an internal/closed recruitment notice to permanent employees for represented positions as outlined in the Memorandum of Understanding and External/Ongoing recruitments for all other positions. Recruitment also includes Advertisements in the newspaper, postings on the Authority's website, and notifications to community partners.

The Authority will initiate the utilization of job search websites such as Ziprecruiter and Indeed as new tools for recruitment. The Authority will be able to provide an update on the success rate of this new method on our next AB 2561 Staff Report. Furthermore, the Authority has solicited a salary and benefit compensation study in partnership with Liebert Cassidy Whitmore. This will help identify salaries and/or benefits that may or may not be competitive with other agencies/sectors. This will not only improve candidate interest but also will assist with employee retention.

At this time, one fourth of the Authority's staff have reached a tenure of 10 years of service or more, reaching longevity. Of those positions seven (7) are represented positions. The positions with longevity and the years of service are as follows:

- Accounting Technician II – 30 years of service
- Migrant Center Manager – 26 years of service
- Migrant Aide II – 25 years of service
- Director of Housing Programs – 24 years of service
- Eligibility Specialist II – 24 years of service
- Migrant Center Manager – 18 years of service
- Eligibility Specialist II – 17 years of service
- HCV Supervisor – 17 years of service
- Director of Development – 10 years of service

- Maintenance Worker II – 10 years of service

Additionally, within the next two years there will be an additional four (4) positions with established longevity which commences at 10 years of service. Those positions are:

- Maintenance Worker –September 2025
- Eligibility Specialist – October 2025
- Maintenance Worker – June 2026
- Executive Director – November 2026

Currently, the Authority offers the following benefits to represented and unrepresented staff:

Medical (Monthly Allowance):

- \$825 Employee Only
- \$1225 Employee + 1 Dependent
- \$1425 Employee + 2+ Dependents

Vision:

100% Employee Only Basic Coverage. Orthodontia & Dependent Coverage at the staff person's expense.

Dental:

100% Employee Only Basic Coverage. Dependent Coverage at the staff person's expense.

Life:

100% of the base employee-only premium for accidental death & dismemberment coverage per month on behalf of each eligible employee towards the costs of life insurance premiums. Any amounts for additional insured dependents or enhanced insurance coverage shall be paid by the employee.

Vacation Accruals:

- 3.08 hrs./per pay period – 1-5 years' service
- 4.62 hrs./per pay period – 6-10 years' service
- 6.16 hrs./per pay period – 11-15 years' service
- 7.70 hrs./per pay period – 16+ years' service

Sick Accruals:

- 3.70 hrs./per pay period

Management Time (Management Only):

50/60 Hours Management Time Per Fiscal Year (10/1-9/30)

Holidays Observed:

- New Year's Day
- Martin Luther King's Birthday

- Abraham Lincoln's Birthday
- Presidents' Day
- Cesar Chavez's Birthday
- Memorial Day
- Juneteenth
- Independence Day
- Labor Day
- Columbus Day
- Veteran's Day
- Thanksgiving Day
- Friday following Thanksgiving Day
- Two Floating Holidays of the employee's choice
- Christmas Day
- Christmas Eve Holiday (observed the last working day prior to the observed Christmas Day Holiday)
- State/Government Holiday*

Retirement:

"Classic" or those hired prior to January 1, 2013 – 2.7% @ 55 and "PEPRA" those hired after January 1, 2013 – 2% @ 62.

Retiree Medical:

Maximum monthly contribution for each eligible annuitant shall be an amount equal to the greater of either 20% of the premium for single-employee coverage or the minimum contribution required under Government Code Section 22892. The provisions of the PEMHCA will govern medical insurance coverage for annuitants.

STAFF REPORT

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

FROM: Evelyn Chavira, Director of Procurement

DATE: June 18, 2025

SUBJECT: Procurement Update

The Housing Authority of the County of Merced (the Authority) has completed the rebuilding project of the four (4) fire units in the City of Dos Palos.

The Authority has been awarded the 2025 Capital Funds grant and has submitted the initial HUD form 53012. The Authority is now waiting for HUD to continue the process, and for the funds, to begin obligating contracts for Public Housing.

The Authority has issued a Quote for Solicitation (QSP) for an environmental review, required for the Merced and Felix Torres Migrant Centers CDBG-DR grant application. The QSP, has been shared directly to various vendors via email, posted on the Authority's website and on the forums "Central California Builders Exchange" and "Public Purchase". This quote for small purchase is due June 26, 2025. Submitted quotes will be reviewed and awarded in accordance with the Procurement Policy.

The Procurement Department continues its review of all contracts and follows the current procurement policy for solicitation of services. Updates on solicitations will be provided as they are made available.



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Fiscal Year 2025-2026 Administrative Plan for the Housing Choice Voucher Program

Summary of Changes

At least once a year, the Housing Authority updates the Administrative Plan to reflect changes to the Housing Choice Voucher (HCV) Program based on notices issued by the Department of Housing and Urban Development (HUD) and/or State and local government entities.

During this review period the changes to the Administrative Plan mainly consist of varied and changing implementation timelines for National Standards for the Physical Inspection of Real Estate (NSPIRE) and for multiple provisions of Housing Opportunity through Modernization Act (HOTMA).

The Administrative Plan was fully updated for HOTMA 102/104 in anticipation of the original January 1, 2024, HOTMA 102/104 compliance date. However, HUD has pushed back the compliance date for HOTMA 102/104 twice, and there is currently no new full compliance date. Further, HUD issued Notice PIH 2024-38, which required certain provisions of HOTMA 102/104 to be implemented no later than July 1, 2025. This current environment creates challenges for agencies who must continue to operate their programs under certain pre-HOTMA 102/104 policies and required HOTMA 102/104 policies while also managing a version of their policy that can be used immediately upon the HOTMA 102/104 full compliance date.

Section 102: Changes requirements related to income reviews for the Public Housing, Housing Choice Voucher (HCV), and Section 8 Project-Based Rental Assistance (PBRA) programs.

Section 104: Sets maximum asset limits for eligibility and continued assistance in the Public Housing, HCV, Section 8 PBRA programs.

To make policies as simple as possible, this latest revision has the format set to be applicable to both pre- and post-HOTMA 102/104 requirements, while also incorporating the changes that are required to be implemented by July 1, 2025. As such, updates to both version "A" and "B" of Chapters 6, 7, and 11, as some



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revisions will be applicable both before and after the Authority's HOTMA compliance date.

- A HOTMA 102/104 version of Chapters 6, 7, and 11 labeled as the "B" version of each chapter. The "B" version of these chapters will be on "hold" in anticipation of the HOTMA 102/104 compliance date.
- A pre-HOTMA 102/104 version of Chapters 6, 7, and 11 labeled as the "A" version of each chapter. The "A" version are the policies to use right now, prior to the transition to HOTMA 102/104.

HOTMA - What Are Some Key Changes:

- Definitions – HOTMA amends the definitions of family and earned income.
- Enterprise Income Verification (EIV) – HOTMA states that agencies are no longer required to use EIV to verify employment and income information during an interim reexamination.
- Hardship Relief – HOTMA creates hardship relief provisions for childcare, health & medical care, and attendant care & auxiliary apparatus expense deductions.
- Imputed Asset Income - HOTMA raises the imputed asset threshold from \$5,000 to \$50,000 (adjusted annually for inflation).
- Self-certification of Assets – HOTMA permits agencies to accept self-certification of net assets if estimated to be equal to \$50,000 (adjusted for inflation on an annual basis) or less.
- Income & Asset Exclusions – HOTMA codifies additional income and asset exclusions.
- Income Reviews – HOTMA creates a 10% adjusted income increase/decrease threshold for conducting Interim Reexaminations (IR).





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- Family income determinations will be made using anticipated income for New Admissions and Interim Reexaminations, and prior-year income for Annual Reexaminations.
- Mandatory Deductions – HOTMA increases the elderly/disabled family deduction to \$525 from \$400. The dependent deduction and the elderly/disabled family deduction will be adjusted for inflation on an annual basis.
- Health, Medical expenses and Auxiliary and Attendant Care expenses deductions will increase from 3% of annual income to 10% of annual income. The new threshold will be phased in over 24-months for families receiving the medical/disability expense deduction as of 1/1/2024. The threshold will increase to 5% for the first year and to 7.5% in the second year. The 10% threshold will phase in during the third year.

NSPIRE and HQS

Due to the delay of this transition to October 2025, to make policies as simple as possible, this latest revision has the format set to be applicable to both pre- and post-NSPIRE implementation. As such, updates to both version “A” and “B” of Chapter 8, reflects both before and after the Authority’s NSPIRE compliance date.

In the last revision, the Authority replaced the terms “HQS” and “housing quality standards” with “NSPIRE” anywhere in the plan those terms were used with the understanding that HQS would sunset in October 2024. HUD has since made clear that the regulations for the HCV program will continue to use the term “HQS” and “housing quality standards” rather than “NSPIRE” as the general term for unit inspections in the regulations, even after the transition occurs. As a result, this revision reverts back to using the terms “HQS” and “housing quality standards” where applicable.

- NSPIRE version of Chapter 8 labeled as the “B” version of the chapter. The “B” version of these chapters will be on “hold” in anticipation of the NSPIRE compliance date.



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- A pre-NSPIRE version of Chapters 8 labeled as the “A” version. The “A” version is the Housing Quality Standards (HQS) to use right now, prior to the transition to NSPIRE.

Introduction

- Added explanation of HOTMA changes throughout the document, including changes for Sections 102 and 104 and the HOTMA Voucher Final Rule.
- Added explanation of the use of HQS and NSPIRE in the document.

Chapter 1

- Added information on the HOTMA Voucher Final Rule to the Overview and History of the Program.
- Updated terminology from NSPIRE to “minimum quality standards” per the HOTMA Voucher Final Rule.
- Added policies on increases and decreases in the payment standard to the list of required plan contents.

Chapter 2

- Added additional examples to the list of reasonable accommodation types.

Chapter 3

- Called out and added policies that will be effective prior to the PHA’s HOTMA 102/104 compliance date.
- Called out and added policies for HOTMA 102/104 that will become effective upon the PHA’s compliance date.
- Clarified policy language on live-in aides to better align with fair housing best practices.
- Added families eligible for VASH to the list of eligible applicant families.
- Clarified language regarding the EIV Income Report.
- Incorporated the definitions of *family*, *foster adult*, and *foster child* to be effective prior to the PHA’s general HOTMA 102/104 compliance date as required by Notice PIH 2024-38.

Chapter 4

- This chapter contains only minor corrections and clarifications.

Chapter 5

- Clarified fair housing and NSPIRE-related language throughout the chapter to bring the content current with the HOTMA Final Rule and a citation correction.

Chapter 6

- Split Chapter 6 into two chapters: 6.A and 6.B.





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- Chapter 6.A. incorporates HOTMA 102/104 changes required to be implemented by July 1, 2025, per Notice PIH 2024-38. This includes changes regarding:
 - Minors
 - Full-time students and student financial assistance
 - Earned income
 - Business income
 - Periodic payments
 - Nonrecurring income
 - State payments to allow individuals with disabilities to live at home
 - Civil rights settlements
 - Federally mandated and other income exclusions
 - Lump-sum additions to net family assets
 - ABLE accounts
 - Trusts
 - Health and medical care expenses
- Chapter 6.B represents the policies the PHA will use upon the HOTMA 102/104 compliance date. This includes:
 - Clarifications and corrections regarding student financial assistance requirements under HOTMA.
 - Clarifications regarding the treatment of alimony and child support.
 - Clarifications regarding amounts adjusted annually under inflation under HOTMA.
 - Updates to the list of federally mandated income exclusions.
 - Clarifications regarding necessary and non-necessary personal property.
 - Clarifications regarding health and medical care expenses.
 - Required changes for the HOTMA Voucher Final Rule, including changes regarding increases and decreases in payment standards. Policies effective prior to and upon specific effective dates are explicitly called out.

Chapter 7

- Split Chapter 7 into two chapters: 7.A and 7.B.
- Chapter 7.A. incorporates HOTMA 102/104 changes required to be implemented by July 1, 2025, per Notice PIH 2024-38. This includes changes regarding:
 - Student financial assistance
 - The health and medical care expense deduction





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- Chapter 7.B represents the policies the PHA will use upon the HOTMA 102/104 compliance date. This includes:
 - Changes regarding the use of consent forms, specifically as related to HUD-9886-A.
 - Clarifications regarding amounts adjusted annually under inflation under HOTMA.
 - Policy revisions for streamlined income determinations from fixed sources of income.
 - Certain updates for Notice PIH 2023-27 regarding verification requirements, use of EIV + self certification, verification of net family assets, and treatment of zero-income families.

Chapter 8

- Split Chapter 8 into two chapters: 8.A and 8.B.
- Chapter 8.A represents the policies the PHA will use prior to the NSPIRE compliance date while still operating under HQS and contains only those changes prior to 2023 that fall outside the scope of NSPIRE. This includes:
 - An explainer regarding the use of HQS until such time as NSPIRE becomes effective.
 - Additions regarding NSPIRE requirements that are applicable to HQS prior to transitioning to NSPIRE.
 - Various revisions for the HOTMA Voucher Final Rule. Policies effective prior to and upon specific effective dates are explicitly called out.
- Chapter 8.B represents the policies the PHA will use upon the NSPIRE compliance date and contains changes made to the previously released version of Chapter 8. This includes:
 - Updates for Notice PIH 2024-26.
 - An explainer on the continued use of the term *housing quality standards*.
 - Various revisions for the HOTMA Voucher Final Rule. Policies effective prior to and upon specific effective dates are explicitly called out.

Chapter 9

- Revisions to revert back to using the term *housing quality standards* as per the HOTMA Voucher Final Rule.
- Clarification regarding permitting the family to submit more than one request for tenancy approval at a time.
- Clarification regarding PHA-owned units.
- Clarifications regarding HAP contract execution.



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Chapter 10

- Added section on family moves due to unit deficiencies per the HOTMA Voucher Final Rule.
- Clarified policy regarding voucher issuance and term of the voucher.

Chapter 11

- Split Chapter 11 into two chapters: 11.A and 11.B.
- Chapter 11.A. contains only one minor chapter number correction.
- Chapter 11.B represents the policies the PHA will use upon the HOTMA 102/104 compliance date. This includes:
 - Minor clarifications regarding calculating annual income at reexamination.
 - Required revisions for the HOTMA Voucher Final Rule, including revisions regarding changes in family unit size. Policies effective prior to and upon specific effective dates are explicitly called out.

Chapter 12

- Added a callout to state that a newly added policy on failure to provide consent, rather than the section, is effective upon the PHA's HOTMA 102/104 compliance date.
- Added a section on the asset limitation with a callout effective upon the PHA's HOTMA 102/104 compliance date.
- Clarification regarding insufficient funding.
- Reverted references to *housing quality standards*.

Chapter 13

- Reverted references to *housing quality standards*.

Chapter 14

- Reverted references to *housing quality standards*.
- Revised section on De Minimis Errors to be effective prior to the PHA's general HOTMA 102/104 compliance date as required by Notice PIH 2024-38.

Chapter 15

- Changes for the HOTMA Voucher Final Rule regarding manufactured home space rentals, eligible housing expenses, distribution of HAP, and single HAP to family.
- Reverted references to *housing quality standards*.

Chapter 16

- Required revisions for the HOTMA Voucher Final Rule, including extensive revisions concerning payment standards and the use of SAFMRs.
- Reverted references to *housing quality standards*.



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- Clarified language regarding informal hearings.
- Added section on Criminal Prosecution for Program Fraud/Abuse to better align with HUD protocols.
- Revised section on General Repayment Agreement Guidelines for Families to better align with HUD protocols.

Chapter 17

- This chapter has undergone an extensive rewrite for the HOTMA Voucher Final Rule.

Chapter 18

- Reverted references to *housing quality standards*.
- Citation updates for Notice PIH 2019-23, REV-4, as amended by RAD Supplemental Notice 4B.
- Multiple sections of this chapter have been revised to align with Notice PIH 2025-03, RAD Supplemental Notice 4C.

Chapter 19

- Multiple clarifications to the section on FUP vouchers.
- Extensive changes to the VASH section to account for the requirements set forth in the *Federal Register* on August 13, 2024.
- Extensive changes to the Mainstream section to account for the requirements set forth in Notice PIH 2024-30.

Glossary

- Called out various definitions for HOTMA. Definitions effective prior to and upon specific effective dates are explicitly called out.
- Reverted references to *housing quality standards*.



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HOTMA 102/104 Appendix to the ACOP

Purpose of the Appendix

HUD published a final rule on February 14, 2023, revising regulations related to income, assets, adjusted income, verification, and reexams (among others) to implement Sections 102 and 104 of HOTMA. While the new regulations were effective January 1, 2024, HUD has delayed the compliance date for HOTMA 102/104. Initially, HUD published a delayed compliance date of January 1, 2025, but HUD again delayed the compliance date for HOTMA 102/104 and no new date has been provided. *Compliance* with Sections 102 and 104 of HOTMA means not only applying HOTMA 102/104 regulations to affected programs but also reporting in HUD’s new Housing Information Portal (HIP) system. Currently, PHAs remain unable to comply with HOTMA 102/104 because compliance depends on transitioning from HUD’s IMS/PIC system (which is unable to accept HOTMA-compliant Form HUD-50058) to HUD’s new HIP system (which will be the only system that accepts HOTMA-compliant Form HUD-50058). PHAs cannot transition to HOTMA until HIP is in place, HOTMA-compliant, and accessible. However, HUD has determined that a few HOTMA 102/104 policies are not dependent on transition systems and easily isolated from other HOTMA 102/104 policy changes. These policies may be implemented prior to the migration to HIP.

HUD stated that PHAs may update their policy documents before determining the date at which they will transition to all HOTMA Section 102 and 104 policies. HUD stated that in order to update their policy documents for HOTMA in this circumstance, PHAs may create an appendix that contains the HOTMA policies that will be incorporated at a later date. The model policy adopts such an approach. HOTMA 102/104 policies are provided in each affected area of the model policy. However, with the exception of the policies HUD has indicated may be adopted early, HOTMA policies that are “on hold” are indicated in the model policy as such. Further, an appendix has been provided to explicitly call out those policies that are on hold.



HOTMA 102/104 Policies Not Yet Implemented

Chapter 00

No HOTMA 102/104 policies apply.

Chapter 1

No HOTMA 102/104 policies apply.

Chapter 2

No HOTMA 102/104 policies apply.

Chapter 3

Model policy section 3-I.B. FAMILY AND HOUSEHOLD is amended to comply with section E.1 of Notice PIH 2023-27, Definition of Family
Model policy section 3-I.K. FOSTER CHILDREN AND FOSTER ADULTS is amended to comply with section E.2 of Notice PIH 2023-27, New Definitions of Foster Adult and Foster Child
Model policy section 3-II.D. FAMILY CONSENT TO RELEASE OF INFORMATION is amended to comply with section J.2 of Notice PIH 2023-27, Revocation of Consent
Model Policy section 3-III.C. RESTRICTION ON ASSISTANCE BASED ON ASSETS is added to comply with section A.1 of Notice PIH 2023-27, Asset Limitation

Chapter 4

No HOTMA 102/104 policies apply.

Chapter 5

No HOTMA 102/104 policies apply.

Chapter 6

Prior to the Authority's HOTMA compliance date, the Authority will follow policies in Chapter 6.A.

Upon the Authority's HOTMA compliance date, the Authority will follow policies in Chapter 6.B.

Chapter 7

Prior to the Authority's HOTMA compliance date, the Authority will follow policies in Chapter 7.A.

Upon the Authority's HOTMA compliance date, the Authority will follow policies in Chapter 7.B.

Chapter 8

No HOTMA 102/104 policies apply.

Chapter 9

Prior to the Authority's HOTMA compliance date, the Authority will follow policies in Chapter 9.A.

Upon the Authority's HOTMA compliance date, the Authority will follow policies in Chapter 9.B.

Chapter 10

No HOTMA 102/104 policies apply.

Chapter 11

No HOTMA 102/104 policies apply.

Chapter 12

No HOTMA 102/104 policies apply.

Chapter 13

Model policy section 13-II.B. FAILURE TO PROVIDE CONSENT is amended to comply with section J.2 of Notice PIH 2023-27, Revocation of Consent

Model Policy section 13-III.C. OTHER AUTHORIZED REASONS FOR TERMINATION is amended to comply with section A.1 of Notice PIH 2023-27, Asset Limitation

Chapter 14

No HOTMA 102/104 policies apply.

Chapter 15

Model policy section 15-II.C. PHA-CAUSED ERRORS OR PROGRAM ABUSE is amended to comply with 24 CFR 5.609(c)(4), De Minimis Errors
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Chapter 16

No HOTMA 102/104 policies apply.

Glossary

The following definitions are applicable upon the PHA's implementation of HOTMA 102/104:

- Annual income (revised) - (as determined under 24 CFR 5.609) is earned income of the family residing or intending to reside in the dwelling unit less allowable HUD deductions and allowances
- Day laborer – is an individual hired and paid one day at a time without an agreement that the individual will be hired or work again in the future.
- De minimis error – is an error that results in a difference in the determination of a family's adjusted income of \$30 or less per month.
- Earned income – is income or earnings from wages, tips, salaries, other employee compensation, and net income from self-employment. Earned income does not include any pension or annuity, transfer payments (meaning payments made or income received in which no goods or services are being paid for, such as welfare, Social Security, and governmental subsidies for certain benefits), or any cash or kind of benefit.
- Family (revised) – includes but is not limited to the following, regardless of actual or perceived sexual orientation, gender identity, or marital status, and can be further defined in PHA policy.
 - A single person who may be:
 - An elderly person, displaced person, disabled person, near-elderly person, or any other single person;
 - An otherwise eligible youth who has attained at least 18 years of age and not more than 24 years of age and who has left foster care, or will leave foster care within 90 days, in accordance with a transition plan described in section 475(5)(H) of the Social Security Act (42 U.S.C 675(5)(H)), and is homeless or is at risk of becoming homeless at age 16 or older; or
 - A group of persons residing together, and such group includes but is not limited to:
 - A family with or without children (a child who is temporarily away from the home because of placement in foster care is considered a member of the family);
 - An elderly family;
 - A near elderly-family;
 - A disabled family;
 - A displaced family; and
 - The remaining member of a tenant family
- Foster adult – is a member of the household who is 18 years of age or older and meets the definition of a foster adult under State law. In general, a foster adult is a person who is 18 years of age or older, is unable to live independently due

to a debilitating physical or mental condition and is placed with the family by an authorized placement agency or by judgement, decree, or other order of any court of competent jurisdiction.

- Foster child – is a member of the household who meets the definition of a foster child under State law. In general, a foster child is placed with the family by an authorized placement agency (e.g., public child welfare agency) or by judgement, decree, or other order of any court of competent jurisdiction.
- Independent contractor – is an individual who qualifies as an independent contractor instead of an employee in accordance with the Internal Revenue Code Federal income tax requirements and whose earnings are consequently subject to Self-Employment Tax. In general, an individual is an independent contractor if the payer has the right to control or direct only the result of the work and not what will be done and how it will be done.
- Inflationary index – is an index based on the Consumer Price Index for Urban Wage Farmers and Clerical Workers (CPI-W) used to make annual adjustments to the deduction for elderly disabled families, the cap for imputing returns on assets, the restriction on net family assets, the amount of net assets the Authority may determine based of self-certification by the family, and the dependent deduction.
- Net family assets (revised) – (1) is the net cash value of all assets owned by the family, after deducting reasonable costs that would be incurred in disposing real property, savings, stocks, bonds, and other forms of capital investment. (2) In determining net family assets, PHAs or owners, as applicable, must include the value of any business or family assets disposed of by an applicant or tenant for less than fair market value (including a disposition in trust, but not in a foreclosure or bankruptcy sale) during two years preceding the date of application for the program or reexamination, as applicable, in excess of the consideration received therefor. In the case of a disposition as part of a separation or divorce settlement, the disposition will not be considered to be for less than fair market value if the applicant or tenant receives consideration not measurable in dollar terms. Negative equity in real property or other investments does not prohibit the owner from selling the property or other investments, so negative equity alone would not justify excluding the property or other investments from family assets. (3) Excluded from the calculation of net family assets are (i) The value of necessary items of personal property if the combined total value does not exceed \$50,000 (which amount will be adjusted by HUD in accordance with the Consumer Price Index for Urban Wage Earners and Clerical Workers); (ii) The combined value of all non-necessary items of personal property if the combined total value does not exceed \$50,000 (which amount will be adjusted by the HUD in accordance with the Consumer Price Index for Urban Wage Earners and Clerical Workers); (iii) The value of any account under a retirement plan recognized as such by the Internal Revenue Service, including individual retirement arrangements (IRAs), employer

retirement plans, and retirement plans for self-employed individuals; (iv) The value of real property that the family does not have the effective legal authority to sell in the jurisdiction in which the property is located; (v) Any amounts recovered in any civil action or settlement based on a claim of malpractice, negligence, or other breach of duty owed to a family member arising out of law, that resulted in a family member being a person with disability; (vi) The value of any Coverdell education savings account under section 530 of the Internal Revenue Code of 1986, the value of any Achieving a Better Life Experience (ABLE) account authorized under Section 529A of such Code, and the value of any “bad bond” account created, authorized, or funded by Federal, State, or local government. (vii) Interests in Indian trust land; (viii) Equity in a manufactured home where the family receives assistance under 24 CFR part 982; (ix) Equity in property under the Homeownership Option for which a family receives assistance under 24 CFR part 982; (x) Family Self-Sufficiency Accounts; and (xi) Federal tax refunds or refundable tax credits for a period of 12 months after receipt by the family. (4) In control of, any member of the family or household, the trust fund is not a family asset and the value of the trust is not included in the calculation of net family assets, so long as the fund continues to be held in a trust that is not revocable by, or under the control of, any member of the family or household.

- Real property – has the same meaning as that provided under the law of the State in which the property is located.
- Seasonal worker – is an individual who is hired into a short-term position and the employment begins about the same time each year (such as summer or winter). Typically, the individual is hired to address seasonal demands that arise for the particular employer of industry.
- Unearned income – is any annual income, as calculated under § 5.609 that is not earned income.

Housing Authority of the County of Merced

Summary Per Department

2025 - 26 Fiscal Year

	Public Housing	COCC	Langdon	Obanion	HCV	Valley View	FT-YR	Proposed Total Budget 2025-26	Current Year's Budget Totals
Revenue									
Tenant Income	\$ 2,060,500	\$ -	\$ 78,820	\$ 149,784		\$ 701,064	\$ 635,650	\$ 3,625,818	\$ 3,228,885
Other Income	\$ 101,650	\$ 1,348,465	\$ 543,270	\$ 72,533	\$ 900	\$ 6,372	\$ 1,500	\$ 2,074,690	\$ 2,013,297
Grant Income	\$ 1,761,300	\$ -	\$ -	\$ -	\$ 26,989,531	\$ 683,088	\$ -	\$ 29,433,920	\$ 30,026,278
Total Revenue	\$ 3,923,450	\$ 1,348,465	\$ 622,090	\$ 222,317	\$ 26,990,431	\$ 1,390,524	\$ 637,150	\$ 35,134,428	\$ 35,268,460
Expenses									
Administration	\$ 1,302,394	\$ 931,555	\$ 76,108	\$ 22,591	\$ 1,928,416	\$ 166,999	\$ 154,316	\$ 4,582,380	\$ 5,806,143
Tenant Services	\$ 5,950	\$ 6,003	\$ -	\$ -	\$ 4,267	\$ -	\$ -	\$ 16,220	
Utility	\$ 588,671	\$ 50,000	\$ 550	\$ 90,671	\$ 2,050	\$ 99,531	\$ 96,950	\$ 928,423	\$ 1,548,379
Maintenance	\$ 993,101	\$ 42,365	\$ 11,355	\$ 24,495	\$ 17,100	\$ 159,614	\$ 95,275	\$ 1,343,305	\$ 1,865,713
General	\$ 426,324	\$ 54,400	\$ 24,625	\$ 6,507	\$ 52,396	\$ 42,367	\$ 35,941	\$ 642,560	\$ 764,970
Housing Assistance Payments	\$ 19,310	\$ -	\$ -	\$ -	\$ 24,713,824	\$ 644,810	\$ -	\$ 25,377,944	\$ 23,372,534
Financing	\$ 76,850	\$ 72,000	\$ 120,000			\$ 246,000	\$ 21,000	\$ 535,850	\$ 459,416
Non-Operating Items	\$ 159,980	\$ 14,384	\$ 3,438	\$ 55,722	\$ 2,800	\$ -	\$ 195,471	\$ 431,796	\$ 337,083
TOTAL EXPENSES	\$ 3,572,580	\$ 1,170,707	\$ 236,076	\$ 199,986	\$ 26,787,523	\$ 1,359,321	\$ 598,953	\$ 33,858,477	\$ 34,154,238
NET INCOME	\$ 350,870	\$ 177,759	\$ 386,014	\$ 22,331	\$ 202,909	\$ 31,203	\$ 38,197	\$ 1,209,281	\$ 1,114,222

Housing Authority of the County of Merced

Amp 1 Budget

2025 - 2026 Fiscal Year

	Current Year's Budget	Proposed FY Budget	Budget Comparison
INCOME			
Tenant Income	757,855	777,300	19,445
Other Income	17,400	17,900	500
Grant Income	710,838	725,000	14,162
TOTAL INCOME	\$ 1,486,093	\$ 1,520,200	\$ 34,107
EXPENSES			
Salaries and Wages	120,250	132,696	12,446
Fringe Benefits	32,998	33,392	394
Legal Expense	28,250	21,500	(6,750)
Other Admin Expenses	211,435	259,450	48,015
Miscellaneous Admin Expenses	44,000	51,500	7,500
TOTAL ADMINISTRATIVE EXPENSES	436,933	498,538	61,605
Resident Council	100	100	0
Tenant Relocation	1,500	2,000	500
TOTAL TENANT SERVICES EXPENSES	1,600	2,100	500
Water	45,000	46,500	1,500
Electricity	14,500	15,000	500
Gas	2,500	2,700	200
Garbage/Trash Removal	105,000	11,000	(94,000)
Other Utilities	750	600	(150)
Sewer	84,500	85,000	500
TOTAL UTILITY EXPENSES	252,250	160,800	(91,450)
Salaries and Wages	134,260	129,926	(4,334)
Fringe Benefits	36,075	19,231	(16,844)
Uniforms	1,800	1,000	(800)
Vehicle Gas, Oil, Grease	9,500	11,000	1,500
Materials	88,625	95,800	7,175
Contract Costs	160,100	127,020	(33,080)
TOTAL MAINTENACE EXPENSES	430,360	383,977	(46,383)
Property Insurance	52,824	55,000	2,176
Liability Insurance	750	800	50
Work Comp Insurance	15,053	10,000	(5,053)
Payments in Lieu of Taxes	51,275	62,854	11,579
Bad Debt-Tenant Rents	27,530	28,000	470
OPEB Expense	10,313	10,500	187
TOTAL GENERAL EXPENSES	157,745	167,154	9,409
Tenant Utility Allow - PH	4,000	4,500	500
FSS Escrow Contributions	4,000	3,000	(1,000)
TOTAL HOUSING ASSISTANCE PAYMENTS	8,000	7,500	(500)
Interest Expense - Pension Bond	40,000	38,000	(2,000)
TOTAL FINANCING EXPENSES	40,000	38,000	(2,000)
Depreciation -Buildings	37,716	80,742	43,026
Depreciation -Furn,Equip,Machinery-Admin.	250	355	105
TOTAL NON-OPERATING ITEMS	37,966	81,097	43,131
TOTAL EXPENSES	\$ 1,364,854	\$ 1,339,166	\$ (25,688)
NET INCOME	\$ 121,239	\$ 181,034	\$ 59,795

Housing Authority of the County of Merced

Amp 2 Budget

2025 - 2026 Fiscal Year

	Current Year's Budget	Proposed FY Budget	Budget Comparison
INCOME			
Tenant Income	654,348	667,000	12,652
Other Income	12,818	67,100	54,282
Grant Income	495,173	500,000	4,827
TOTAL INCOME	\$ 1,162,339	\$ 1,234,100	\$ 71,761
EXPENSES			
Salaries and Wages	81,454	103,718	22,264
Fringe Benefits	26,477	26,053	(424)
Legal Expense	23,250	23,100	(150)
Other Admin Expenses	164,429	183,578	19,149
Miscellaneous Admin Expenses	43,620	44,931	1,311
TOTAL ADMINISTRATIVE EXPENSES	339,230	381,380	42,150
Employee Benefit Contributions-Tenant Svcs.	0	100	100
Resident Council	100	2,000	1,900
TOTAL TENANT SERVICES EXPENSES	100	2,100	2,000
Water	26,640	46,476	19,836
Electricity	31,578	20,136	(11,442)
Gas	5,740	4,740	(1,000)
Garbage/Trash Removal	65,500	73,210	7,710
Other Utilities	250	200	(50)
Sewer	82,955	83,020	65
TOTAL UTILITY EXPENSES	212,663	227,782	15,119
Salaries and Wages	108,297	109,198	901
Fringe Benefits	26,688	30,201	3,513
Maintenace Uniforms	1,250	800	(450)
Vehicle Gas, Oil, Grease	11,500	8,756	(2,744)
Materials	60,500	63,504	3,004
Contract Costs	118,800	106,216	(12,584)
TOTAL MAINTENACE EXPENSES	327,035	318,675	(8,360)
Property Insurance	37,500	41,248	3,748
Liability Insurance	2,000	2,200	200
Work Comp Insurance	8,250	7,000	(1,250)
Payments in Lieu of Taxes	41,851	41,851	0
Bad Debt-Tenant Rents	20,316	20,925	609
OPEB Expense	7,287	7,506	219
TOTAL GENERAL EXPENSES	117,204	120,730	3,526
Tenant Utility Allow - PH	2,750	4,110	1,360
TOTAL HOUSING ASSISTANCE PAYMENTS	2,750	4,110	1,360
Interest Expense - Pension Bond	20,000	20,000	0
TOTAL FINANCING EXPENSES	20,000	20,000	0
Depreciation -Buildings	37,716	30,992	(6,724)
Depreciation -Furn,Equip,Machinery-Admin.	250	237	(13)
TOTAL NON-OPERATING ITEMS	37,967	31,230	(6,737)
TOTAL EXPENSES	\$ 1,056,949	\$ 1,106,007	\$ 49,059
NET INCOME	\$ 105,390	\$ 128,093	\$ 22,703

Housing Authority of the County of Merced

Amp 3 Budget

2025 - 2026 Fiscal Year

	Current Year's Budget	Proposed FY Budget	Budget Comparison
INCOME			
Tenant Income	584,410	595,000	10,590
Other Income	14,250	14,750	500
Grant Income	505,986	510,500	4,514
TOTAL INCOME	\$ 1,104,646	\$ 1,120,250	\$ 15,604
EXPENSES			
Salaries and Wages	101,062	126,369	25,307
Fringe Benefits	24,139	28,211	4,073
Legal Expense	13,200	10,100	(3,100)
Other Admin Expenses	175,389	190,444	15,055
Miscellaneous Admin Expenses	37,125	45,131	8,006
TOTAL ADMINISTRATIVE EXPENSES	350,915	400,255	49,341
Employee Benefit Contributions-Tenant Svcs.	900	1,200	300
Resident Council	100	50	(50)
Tenant Relocation	750	500	(250)
TOTAL TENANT SERVICES EXPENSES	1,750	1,750	0
Water	59,500	55,500	(4,000)
Electricity	12,818	13,459	641
Gas	5,046	4,900	(146)
Garbage/Trash Removal	65,000	68,250	3,250
Sewer	49,500	50,490	990
TOTAL UTILITY EXPENSES	191,864	192,599	735
Salaries and Wages	82,031	83,898	1,867
Fringe Benefits	18,450	19,519	1,070
Maintenace Uniforms	1,200	500	(700)
Maintenance Travel/Training	100	50	(50)
Vehicle Gas, Oil, Grease	8,750	10,560	1,810
Total Materials	94,150	61,498	(32,652)
Total Contract Costs	148,506	106,771	(41,735)
TOTAL MAINTENACE EXPENSES	353,187	282,796	(70,390)
Property Insurance	47,289	47,800	511
Liability Insurance	1,100	1,100	0
Work Comp Insurance	6,500	6,500	0
Payments in Lieu of Taxes	43,624	50,500	6,876
Bad Debt-Tenant Rents	20,750	21,165	415
OPEB Expense	6,975	7,115	140
TOTAL GENERAL EXPENSES	126,238	134,180	7,942
Tenant Utility Allow - PH	7,500	7,700	200
FSS Escrow Contributions	0	0	0
TOTAL HOUSING ASSISTANCE PAYMENTS	7,500	7,700	200
Interest Expense-Mortgage Payable	17,500	17,850	350
TOTAL FINANCING EXPENSES	17,500	17,850	350
Depreciation -Buildings	0	10,152	10,152
Depreciation -Furn,Equip,Machinery-Admin.	0	245	245
TOTAL NON-OPERATING ITEMS	0	10,398	10,398
TOTAL EXPENSES	\$ 1,048,953	\$ 1,047,528	\$ (1,425)
NET INCOME	\$ 55,693	\$ 72,722	\$ 17,029

Housing Authority of the County of Merced

Amp 4 Budget

2025 - 2026 Fiscal Year

	Current Year's Budget	Proposed FY Budget	Budget Comparison
INCOME			
Tenant Income	19,970	21,200	1,230
Other Income	100	1,900	1,800
Grant Income	25,244	25,800	556
TOTAL INCOME	\$ 45,314	\$ 48,900	\$ 3,586
EXPENSES			
Salaries and Wages	3,347	10,200	6,853
Fringe Benefits	1,003	2,536	1,533
Total Legal Expense	400	125	(275)
Total Other Admin Expenses	8,840	8,860	20
Total Miscellaneous Admin Expenses	1,217	865	(352)
TOTAL ADMINISTRATIVE EXPENSES	14,807	22,586	7,779
Employee Benefit Contributions-Tenant Svcs.	0	0	0
TOTAL TENANT SERVICES EXPENSES	0	0	0
Water	1,232	1,100	(132)
Electricity	90	75	(15)
Garbage/Trash Removal	3,499	3,500	1
Other Utilities	25	15	(10)
Sewer	2,750	2,800	50
TOTAL UTILITY EXPENSES	7,596	7,490	(106)
Salaries and Wages	4,409	4,642	234
Fringe Benefits	704	660	(45)
Maintenance Travel/Training	40	0	(40)
Vehicle Gas, Oil, Grease	100	0	(100)
Materials	1,080	770	(310)
Contract Costs	1,875	1,575	(300)
TOTAL MAINTENACE EXPENSES	8,208	7,647	(561)
Property Insurance	1,900	1,900	0
Work Comp Insurance	525	300	(225)
Payments in Lieu of Taxes	1,325	1,365	40
Bad Debt-Tenant Rents	525	525	0
OPEB Expense	167	170	3
TOTAL GENERAL EXPENSES	4,442	4,260	(182)
Tenant Utility Allow - PH	100	0	(100)
TOTAL HOUSING ASSISTANCE PAYMENTS	100	0	(100)
Interest Expense-Mortgage Payable	1,100	1,000	(100)
TOTAL FINANCING EXPENSES	1,100	1,000	(100)
Depreciation -Buildings	47,757	47,757	(0)
TOTAL NON-OPERATING ITEMS	47,757	47,757	(0)
TOTAL EXPENSES	\$ 84,010	\$ 90,740	\$ 6,730
NET INCOME	\$ (38,697)	\$ (41,840)	\$ (3,143)

Housing Authority of the County of Merced

Public Housing Budget

2025 - 2026 Fiscal Year

	Current Year's Budget	Proposed FY Budget	Budget Comparison
INCOME			
Tenant Income	2,016,583	2,060,500	43,917
Other Income	44,568	101,650	57,082
Grant Income	1,737,241	1,761,300	24,059
TOTAL INCOME	\$ 3,798,392	\$ 3,923,450	\$ 125,058
EXPENSES			
Salaries and Wages	306,113	372,983	66,870
Fringe Benefits	98,072	90,193	(7,879)
Total Legal Expense	65,100	54,825	(10,275)
Total Other Admin Expenses	560,093	642,832	82,739
Total Miscellaneous Admin Expenses	125,962	141,562	15,600
TOTAL ADMINISTRATIVE EXPENSES	1,155,340	1,302,394	147,054
Employee Benefit Contributions-Tenant Svcs.	900	1,300	400
Resident Council	300	2,150	1,850
Tenant Relocation	2,250	2,500	250
TOTAL TENANT SERVICES EXPENSES	3,450	5,950	2,500
Water	132,372	149,576	17,204
Electricity	58,986	48,670	(10,316)
Gas	13,286	12,340	(946)
Garbage/Trash Removal	238,999	155,960	(83,039)
Other Utilities	1,025	815	(210)
Sewer	219,705	221,310	1,605
TOTAL UTILITY EXPENSES	664,374	588,671	(75,703)
Salaries and Wages	328,997	327,664	(1,332)
Fringe Benefits	82,008	69,612	(12,397)
Maintenace Uniforms	4,250	2,300	(1,950)
Maintenance Travel/Training	140	50	(90)
Vehicle Gas, Oil, Grease	29,850	30,316	466
Materials	244,355	221,577	(22,778)
Contract Costs	429,281	341,582	(87,699)
TOTAL MAINTENACE EXPENSES	1,118,881	993,101	(125,780)
Property Insurance	139,513	145,948	6,435
Liability Insurance	3,850	4,100	250
Work Comp Insurance	30,328	23,800	(6,528)
Payments in Lieu of Taxes	138,075	156,570	18,495
Bad Debt-Tenant Rents	69,121	70,615	1,494
OPEB Expense	24,742	25,291	549
TOTAL GENERAL EXPENSES	405,629	426,324	20,695
Tenant Utility Allow - PH	14,350	16,310	1,960
FSS Escrow Contributions	4,000	3,000	(1,000)
TOTAL HOUSING ASSISTANCE PAYMENTS	18,350	19,310	960
Interest Expense-Mortgage Payable	18,600	18,850	250
Interest Expense - Pension Bond	60,000	58,000	(2,000)
TOTAL FINANCING EXPENSES	78,600	76,850	(1,750)
Depreciation -Buildings	85,473	128,498	43,025
Depreciation - Building Improvements	0	30,992	30,992
Depreciation -Furn,Equip,Machinery-Admin.	250	490	240
TOTAL NON-OPERATING ITEMS	85,723	159,980	74,257
TOTAL EXPENSES	\$ 3,530,347	\$ 3,572,580	\$ 42,234
NET INCOME	\$ 268,045	\$ 350,870	\$ 82,825

Housing Authority of the County of Merced

COCC Budget

2025 - 2026 Fiscal Year

	Current Year's Budget	Proposed FY Budget	Budget Comparison
INCOME			
Management Fee Income	715,162	729,465	14,303
Asset Management Fee	49,520	108,830	59,310
Bookkeeping Fees	232,228	236,870	4,642
Admin Fee Income	267,974	273,300	5,326
TOTAL INCOME	\$ 1,264,884	\$ 1,348,465	\$ 1,348,465
EXPENSES			
Salaries and Wages	770,132	557,459	(212,673)
Fringe Benefits	144,649	118,182	(26,467)
Legal Expense	50,000	40,000	(10,000)
Other Admin Expenses	103,000	81,750	(21,250)
Miscellaneous Admin Expenses	135,300	134,164	(1,136)
TOTAL ADMINISTRATIVE EXPENSES	1,203,082	931,555	(271,527)
Employee Benefit Contributions-Tenant Svcs.	1,500	6,003	4,503
TOTAL TENANT SERVICES EXPENSES	1,500	6,003	4,503
Water	9,000	6,800	(2,200)
Electricity	35,000	36,000	1,000
Gas	3,000	6,000	3,000
Other Utilities	250	200	(50)
Sewer	1,000	1,000	0
TOTAL UTILITY EXPENSES	48,250	50,000	1,750
General Maint Expense	2,000	1,200	(800)
Materials	1,800	3,325	1,525
Contract Costs	43,900	37,840	(6,060)
TOTAL MAINTENACE EXPENSES	47,700	42,365	(5,335)
Property Insurance	12,100	12,000	(100)
Liability Insurance	1,900	1,900	0
Work Comp Insurance	9,250	25,500	16,250
OPEB Expense	14,750	15,000	250
TOTAL GENERAL EXPENSES	38,000	54,400	16,400
Interest Expense - Pension Bond	75,000	72,000	(3,000)
TOTAL FINANCING EXPENSES	75,000	72,000	(3,000)
Depreciation -Buildings	8,500	8,824	324
Depreciation -Furn,Equip,Machinery-Admin.	0	5,560	5,560
TOTAL NON-OPERATING ITEMS	8,500	14,384	5,884
TOTAL EXPENSES	\$ 1,422,032	\$ 1,170,707	\$ (251,325)
NET INCOME	\$ (157,148)	\$ 177,759	\$ 334,906

Housing Authority of the County of Merced

Langdon Budget

2025 - 2026 Fiscal Year

	Current Year's Budget	Proposed FY Budget	Budget Comparison
INCOME			
Tenant Income	73,428	78,820	5,392
Other Income	1,000	1,500	500
Mgmt Fee-Migrant	123,515	150,000	26,485
Mgmt Fee-Obanion	19,732	19,500	(232)
Mgmt Fee-VV	73,499	66,500	(6,999)
Mgmt Fee-FTYR	40,800	44,270	3,470
Miscellaneous Other Income	246,109	255,500	9,391
Misc income - retiree	11,000	6,000	(5,000)
TOTAL INCOME	\$ 589,083	\$ 622,090	\$ 33,007
EXPENSES			
Salaries and Wages	41,862	33,729	(8,133)
Fringe Benefits	6,976	7,078	102
Legal Expense	2,500	1,500	(1,000)
Other Admin Expenses	30,798	32,200	1,402
Miscellaneous Admin Expenses	2,071	1,601	(470)
TOTAL ADMINISTRATIVE EXPENSES	84,207	76,108	(8,099)
Water	143	150	7
Garbage/Trash Removal	250	200	(50)
Sewer	250	200	(50)
TOTAL UTILITY EXPENSES	643	550	(93)
General Maint Expense	530	555	(45)
Materials	1,400	2,000	600
Contract Costs	9,750	8,800	(950)
TOTAL MAINTENACE EXPENSES	11,680	11,355	(325)
Property Insurance	488	600	112
Liability Insurance	2,554	2,800	246
Work Comp Insurance	417	1,500	1,083
Bad Debt-Other	270	150	(120)
Other General Expense	100	75	(25)
OPEB Expense	19,066	19,500	434
TOTAL GENERAL EXPENSES	22,895	24,625	5,559
Interest Expense-Bond 1	100,000	75,000	(25,000)
Interest Expense-Mortgage Payable	53,000	45,000	(8,000)
TOTAL FINANCING EXPENSES	153,000	120,000	(33,000)
Depreciation -Buildings	3,438	3,438	0
TOTAL NON-OPERATING ITEMS	3,438	3,438	0
TOTAL EXPENSES	\$ 275,864	\$ 236,076	\$ (39,787)
NET INCOME	\$ 313,220	\$ 386,014	\$ 72,794

Housing Authority of the County of Merced

Obanion Budget

2025 - 2026 Fiscal Year

	Current Year's Budget	Proposed FY Budget	Budget Comparison
INCOME			
Tenant Income	146,847	149,784	2,937
Other Income	71,111	72,533	1,422
TOTAL INCOME	\$ 217,958	\$ 222,317	\$ 4,359
EXPENSES			
Total Other Admin Expenses	21,183	21,475	292
Total Miscellaneous Admin Expenses	1,100	1,116	16
TOTAL ADMINISTRATIVE EXPENSES	22,283	22,591	308
Water	5,611	5,611	(0)
Electricity	54,775	55,100	325
Gas	11,347	12,024	677
Garbage/Trash Removal	12,379	6,762	(5,617)
Other Utilities	246	200	(46)
Sewer	10,674	10,974	300
TOTAL UTILITY EXPENSES	95,032	90,671	90,671
Total Materials	4,000	3,200	(800)
Total Contract Costs	29,603	21,295	(8,307)
TOTAL MAINTENACE EXPENSES	33,603	24,495	(9,107)
Property Insurance	6,026	6,507	481
TOTAL GENERAL EXPENSES	6,026	6,507	481
Depreciation -Buildings	53,800	53,800	0
Depreciation - Building Improvements	1,608	1,922	314
TOTAL NON-OPERATING ITEMS	55,408	55,722	314
TOTAL EXPENSES	\$ 212,352	\$ 199,986	\$ (12,366)
NET INCOME	\$ 5,606	\$ 22,331	\$ 16,725

Housing Authority of the County of Merced

HCV Budget

2025 - 2026 Fiscal Year

	Current Year's Budget	Proposed FY Budget	Budget Comparison
INCOME			
Section 8 HAP Earned	24,087,572	24,569,323	481,751
Section 8 Admin. Fee Income	2,365,400	2,412,708	47,308
Section 8 Port-In Admin Fees	0	1,000	1,000
Port In HAP Earned	0	6,500	6,500
Fraud Recovery - HAP Equity	500	300	(200)
Fraud Recovery - Admin Equity	500	300	(200)
Miscellaneous Other Income	500	300	(200)
TOTAL INCOME	\$ 26,454,472	\$ 26,990,431	\$ 535,959
EXPENSES			
Salaries and Wages	742,756	722,604	(20,152)
Fringe Benefits	166,682	180,965	14,283
Legal Expense	10,500	5,800	(4,700)
Other Admin Expenses	819,875	811,715	(8,160)
Miscellaneous Admin Expenses	204,450	207,333	2,883
TOTAL ADMINISTRATIVE EXPENSES	1,944,263	1,928,416	(15,847)
Employee Benefit Contributions-Tenant Svcs.	2,650	4,267	1,617
TOTAL TENANT SERVICES EXPENSES	2,650	4,267	1,617
Water	40	1,800	1,760
Electricity	225	250	25
TOTAL UTILITY EXPENSES	265	2,050	1,785
Total General Maint Expense	350	350	0
Total Materials	2,200	1,800	(400)
Total Contract Costs	14,500	14,950	450
TOTAL MAINTENACE EXPENSES	17,050	17,100	50
Property Insurance	9,138	9,862	724
Liability Insurance	1,914	2,110	196
Work Comp Insurance	15,217	17,294	2,077
Bad Debt-Tenant Rents	2,750	1,750	(1,000)
OPEB Expense	21,830	21,380	(450)
TOTAL GENERAL EXPENSES	50,849	52,396	1,547
Housing Assistance Payments - HCV	23,485,359	24,102,266	616,907
Tenant Utility Payments - HCV	80,950	98,720	17,770
Portable Out HAP Payments	219,673	397,074	177,401
FSS Escrow Contributions	74,954	115,764	40,810
TOTAL HOUSING ASSISTANCE PAYMENTS	23,860,936	24,713,824	852,888
Interest Expense - Pension Bond	72,550	66,670	(5,880)
TOTAL FINANCING EXPENSES	72,550	66,670	(5,880)
Depreciation -Furn,Equip,Machinery-Admin.	0	2,800	2,800
TOTAL NON-OPERATING ITEMS	0	2,800	2,800
TOTAL EXPENSES	\$ 25,948,563	\$ 26,787,523	\$ 838,960
NET INCOME	\$ 505,909	\$ 202,909	\$ (303,000)

Housing Authority of the County of Merced

Valley View Budget

2025 - 2026 Fiscal Year

	Current Year's Budget	Proposed FY Budget	Budget Comparison
INCOME			
Tenant Income	649,133	701,064	51,931
Other Income	5,900	6,372	472
Grant Income	632,489	683,088	50,599
TOTAL INCOME	\$ 1,287,522	\$ 1,390,524	\$ 103,002
EXPENSES			
Salaries and Wages	67,492	67,955	463
Fringe Benefits	18,154	15,100	(3,054)
Legal Expense	15,500	8,000	(7,500)
Other Admin Expenses	61,775	69,800	8,025
Miscellaneous Admin Expenses	5,550	6,144	594
TOTAL ADMINISTRATIVE EXPENSES	168,471	166,999	(1,472)
Water	43,890	44,476	586
Electricity	11,508	9,514	(1,994)
Gas	3,750	2,000	(1,750)
Garbage/Trash Removal	20,900	2,500	(18,400)
Other Utilities	225	100	(125)
Sewer	41,690	40,941	(749)
TOTAL UTILITY EXPENSES	121,963	99,531	(22,432)
Salaries and Wages	43,215	54,127	10,912
Fringe Benefits	10,292	13,060	2,768
Vehicle Gas, Oil, Grease	0	1,500	1,500
Materials	15,580	8,550	(7,030)
Contract Costs	90,050	82,377	(7,673)
TOTAL MAINTENACE EXPENSES	159,137	159,614	477
Property Insurance	25,405	26,167	762
Liability Insurance	805	800	(5)
Work Comp Insurance	5,000	2,500	(2,500)
Bad Debt-Tenant Rents	9,250	9,250	0
OPEB Expense	3,650	3,650	0
TOTAL GENERAL EXPENSES	44,110	42,367	(1,743)
Housing Assistance Payments - HCV	632,489.00	643,310	10,821
Tenant Utility Payments - HCV	1,250.00	1,500	250
FSS Escrow Contributions	0.00	0	0
TOTAL HOUSING ASSISTANCE PAYMENTS	633,739.00	644,810	644,810
Interest Expense-Bond 1	68,500	246,000	177,500
TOTAL FINANCING EXPENSES	68,500	246,000	177,500
Depreciation -Buildings	15,558	0	(15,558)
TOTAL NON-OPERATING ITEMS	15,558	0	(15,558)
TOTAL EXPENSES	\$ 1,211,478	\$ 1,359,321	\$ 147,843
NET INCOME	\$ 76,044	\$ 31,203	\$ (44,841)

Housing Authority of the County of Merced

FT-YR Budget

2025 - 2026 Fiscal Year

	Current Year's Budget	Proposed FY Budget	Budget Comparison
INCOME			
Tenant Income	623,031	635,650	12,619
Other Income	1,500	1,500	0
TOTAL INCOME	\$ 624,531	\$ 637,150	\$ 12,619
EXPENSES			
Salaries and Wages	32,320	67,069	34,749
Fringe Benefits	19,193	25,083	5,890
Legal Expense	1,550	1,230	(320)
Other Admin Expenses	57,961	56,080	(1,881)
Miscellaneous Admin Expenses	6,055	4,855	(1,200)
TOTAL ADMINISTRATIVE EXPENSES	117,079	154,316	37,237
Water	28,750	28,750	0
Electricity	10,000	11,500	1,500
Gas	5,500	4,000	(1,500)
Garbage/Trash Removal	12,000	12,000	0
Other Utilities	1,200	700	(500)
Sewer	40,000	40,000	0
TOTAL UTILITY EXPENSES	97,450	96,950	(500)
Salaries and Wages	49,797	53,500	3,703
Fringe Benefits	15,223	14,875	(348)
Uniforms	450	400	(50)
Vehicle Gas, Oil, Grease	6,000	1,000	(5,000)
Materials	13,700	15,700	2,000
Contract Costs	12,250	9,800	(2,450)
TOTAL MAINTENACE EXPENSES	97,420	95,275	(2,145)
Property Insurance	22,588	25,266	2,678
Work Comp Insurance	6,750	3,375	(3,375)
Bad Debt-Tenant Rents	12,000	6,000	(6,000)
OPEB Expense	2,500	1,300	(1,200)
TOTAL GENERAL EXPENSES	43,838	35,941	(7,897)
Interest Expense-Mortgage Payable	20,000	21,000	1,000
TOTAL FINANCING EXPENSES	20,000	21,000	1,000
Depreciation -Buildings	195,471	195,471	(0)
TOTAL NON-OPERATING ITEMS	195,471	195,471	(0)
TOTAL EXPENSES	\$ 571,258	\$ 598,953	\$ 27,695
NET INCOME	\$ 53,273	\$ 38,197	\$ (15,076)