

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

**Regular Meeting**  
**Wednesday, February 18, 2026**  
**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](http://www.merced-pha.com)

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

**I. CALL TO ORDER AND ROLL**

**II. 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 – January 21, 2026, Regular Meeting
2. Financial Reports
3. Public Housing Occupancy/Vacancy Report
4. HCV Program Counts
5. Human Resources & Board Clerk Report

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

**V. REGULAR CALENDAR**

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

**VI. EXECUTIVE DIRECTOR REPORT/DEPARTMENT HEAD REPORTS**

1. Presentation: Rental Assistance Demonstration (RAD)
2. Staff Report: Agency Audit Close-Out
3. Staff Report: Waiting List Sign-Ups Update

**VII. WRITTEN CORRESPONDENCE**

None

**VIII. COMMISSIONERS' COMMENTS/REQUESTS FOR FUTURE AGENDA ITEMS**

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

1. Pursuant to Government Code §54957.6  
Conference with Labor Negotiations  
Shelline Bennet, Legal Counsel  
Rosa Vazquez, Executive Director  
Maria F. Alvarado, Director of Development  
Employee organization: General Employees, AFSCME 2703

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

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

**XI. ADJOURNMENT**

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



**MINUTES**  
**BOARD OF COMMISSIONERS**  
**HOUSING AUTHORITY OF THE COUNTY OF MERCED**

**Regular Meeting**  
**Wednesday, January 21, 2026**  
**12:00 p.m.**

- I. The meeting was called to order by Chairperson Walsh at 12:32 p.m., and the Secretary was instructed to call the roll.

**Commissioners Present:**

Hub Walsh, Chairperson  
Evelyn Dorsey  
Rachel Torres  
Marilyn Scorby

**Commissioners Absent:**

Rick Osorio, Vice-Chair  
Robert Dylina

**Staff Present:**

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

**Others Present:**

Alma Villegas, The Merced Focus

II. **PUBLIC COMMENT**

None

III. **AGENCY OR COMMISSIONER REVISION TO AGENDA**

Executive Director Vazquez requested that Item IV. Closed Session be moved to Item X.

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

IV. **CONSENT CALENDAR**

1. Meeting Minutes December 17, 2025, Regular Meeting
2. Rent Delinquency Report December 2025
3. Financial Reports for December 2025
4. Public Housing Occupancy/Vacancy Report for December 2025



5. HCV Program Counts December 2025
6. Human Resources & Board Clerk Report

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

## **V. REGULAR CALENDAR**

1. Resolution Item(s):

None

2. Action Item(s):

None

## **VI. EXECUTIVE DIRECTOR REPORT/DEPARTMENT HEAD REPORTS**

1. Director of Development Alvarado provided an update on the eleven small homes being developed in the City of Los Banos. Interior details such as cabinetry, appliances, etc., are being installed. Additionally, the Authority has met with the Human Services Agency to finalize the preferences for the waiting list opening. Because the sites are Project-Based Voucher sites, interested applicants must sign up for the waiting list and be selected to reside in any of the units.
2. Executive Director Vazquez provided clarification regarding a letter, included in the packet for reference, that the Authority and Board received regarding the Public Housing Assessment System (PHAS) score. Executive Director Vazquez explained how the Authority audit is conducted, how the reports are submitted, how deficiencies are corrected, and the deadline. Although the Authority was docked points for not resubmitting the corrected unaudited financials, the Authority met all other deadlines and is once again in compliance with all regulations as outlined in the letter.
3. The Board was provided with a refresher on what the Rental Assistance Demonstration (RAD) is and the benefits of a RAD conversion. The Board was updated on the current status of the Authority's analysis and conversion, as well as what the necessary next steps are to keep the process moving. A RAD update presentation from LIHTC Development Group to the Board is scheduled for the February 2026 meeting.

## **VII. WRITTEN CORRESPONDENCE**

None

## **VIII. COMMISSIONER'S COMMENTS/REQUESTS FOR FUTURE AGENDA ITEMS**

None



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

The Board of Commissioners went into closed session at 12:57 p.m. The following people were present:

Board Members

Hub Walsh, Chairperson  
Evelyn Dorsey  
Marilyn Scorby  
Rachel Torres

Others Present

Tom Lewis, Legal Counsel  
Rosa Vazquez, Executive Director/ Board Secretary  
Maria Alvarado, Director of Development

1. Conference with Labor Negotiators – Pursuant to California Government Code Section 54957.6

**X. RECONVENE TO OPEN SESSION: CLOSED SESSION REPORT OF ACTION**

The Board returned to Regular Session at 1:30 p.m. with no reportable action.

**XI. ADJOURNMENT**

There being no further business to discuss, the meeting was adjourned at 1:30 p.m.

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

\_\_\_\_\_  
Chairperson Signature

Date: February 18, 2026

\_\_\_\_\_  
Secretary Signature

Date: February 18, 2026



# HOUSING AUTHORITY OF THE COUNTY OF MERCED

Financial Statement - AMP 1 (.fs-amp1)

## Budget Comparison

Period = Oct 2025-Dec 2025

	YTD Actual	YTD Budget	Variance	% Var	Annual
INCOME					
NET TENANT INCOME (1)	199,650	198,800	850	0	795,200
TOTAL GRANT INCOME (2)	226,177	181,250	44,927	25	725,000
TOTAL INCOME	425,827	380,050	45,777	12	1,520,200
EXPENSES					
TOTAL ADMINISTRATIVE EXPENSES (3, 4, 5, 6)	175,332	124,634	-50,696	-41	498,538
TOTAL TENANT SERVICES EXPENSES	0	525	525	100	2,100
TOTAL UTILITY EXPENSES (7)	59,691	40,200	-19,491	-48	160,800
TOTAL MAINTENACE EXPENSES (8, 9, 10)	104,478	95,994	-8,484	-9	383,977
TOTAL GENERAL EXPENSES (11)	40,920	41,788	868	2	167,154
TOTAL HOUSING ASSISTANCE PAYMENTS	2,929	1,875	-1,054	-56	7,500
TOTAL FINANCING EXPENSES	9,500	9,500	0	0	38,000
TOTAL NON-OPERATING ITEMS (12)	1,831	20,274	18,443	91	81,097
TOTAL EXPENSES	394,681	334,792	-59,889	-18	1,339,166
NET INCOME	31,146	45,258	-14,112	-31	181,034

- (1) Tenant Rent +\$ 1K (Rents -\$ 3K, Other Tenant Inc. +\$ 4K)
- (2) Grant Subsidy +\$ 45K
- (3) Admin - Salary & Benefits +\$ 11K
- (4) Legal -\$ 18K (Unlawful Detainers -\$ 21K, General Legal Exp +\$ 3K)
- (5) Other Admin -\$ 33K (Auditing Fee +\$ 1K, Mgt Fees -\$ 5K, Consultants -\$ 29K)
- (6) Misc Admin. -\$ 10K (Temp Admin Labor -\$ 10K, Copiers/Phone/Postage +\$ 1K, Answer. Service -\$1K)
- (7) Utilities -\$ 19K (Sewer/ Water/Trash) - Higher trash expense
- (8) Maint. Salary & Benefits +\$ 30K (Sal +\$ 26K, Benefits +\$ 2K, Vehicle Gas/Oil +\$ 2K)
- (9) Maint. Supplies +\$ 9K (Maint./Repairs +\$ 7K, Plumbing +\$ 3K, Appliance/Décor -\$ 1K)
- (10) Contract Costs -\$ 48K (Bld Rep -\$ 48K, Landsc/Cleaning +\$ 2K, Carpet/Flr +\$ 2K) - Higher building repairs
- (11) General Exp +\$ 1K (Property Ins. -\$ 3K, Work Comp/Lieu of Taxes +\$ 4K)
- (12) Non-Operating Exp. +\$ 18K - Lower Depr. Exp.

**HOUSING AUTHORITY OF THE COUNTY OF MERCED**

Financial Statement - AMP 2 (.fs-amp2)

**Budget Comparison**

Period = Oct 2025-Dec 2025

	YTD Actual	YTD Budget	Variance	% Var	Annual
INCOME					
NET TENANT INCOME (1)	138,495	183,525	-45,030	-25	734,100
TOTAL GRANT INCOME	176,240	125,000	51,240	41	500,000
TOTAL OTHER INCOME	4,138	0	4,138	N/A	0
TOTAL INCOME	318,873	308,525	10,348	3	1,234,100
EXPENSES					
TOTAL ADMINISTRATIVE EXPENSES (2,3,4,5)	103,674	95,345	-8,330	-9	381,380
TOTAL TENANT SERVICES EXPENSES	181	525	344	66	2,100
TOTAL UTILITY EXPENSES	57,061	56,945	-115	0	227,782
TOTAL MAINTENACE EXPENSES (6,7,8)	111,495	79,669	-31,827	-40	318,675
TOTAL GENERAL EXPENSES (9)	28,834	30,182	1,348	4	120,730
TOTAL HOUSING ASSISTANCE PAYMENTS	1,634	1,028	-606	-59	4,110
TOTAL FINANCING EXPENSES	5,000	5,000	0	0	20,000
TOTAL NON-OPERATING ITEMS	143	7,807	7,665	98	31,229
TOTAL EXPENSES	308,022	276,502	-31,521	-11	1,106,006
NET INCOME	10,851	32,023	-21,173	-66	128,094

- (1) Tenant Rents -\$ 45K (Rental Income -\$ 33K, Other Tenant Inc -\$ 12K)  
 (2) Admin - Salary & Benefits +\$ 11K  
 (3) Legal Exp +\$ 5K  
 (4) Other Admin Exp -\$19K (Management/Audit Fees +\$ 2K, Consultants -\$ 21K)  
 (5) Misc. Admin -\$ 5K, (Temp Labor -\$ 7K, Copiers/Postage/Office Supp/Internet/phone +\$ 2K )  
 (6) Maint. Salary & Benefits Exp. -\$ 12K - Higher On-Call Service  
 (7) Supplies: Plumbing/Appliance -\$ 5K, Maint/Repair/Décor/Elect +\$ 6K  
 (8) Contract Costs -\$ 20K ( Repairs/Janitorial -\$ 10K, HVAC -\$ 11K, Floor Covering +\$1K )  
 (9) General Expense +\$ 1K (Property Ins -\$ 2K, Payment in Lieu of Taxes +\$ 3K)

**HOUSING AUTHORITY OF THE COUNTY OF MERCED**

Financial Statement - AMP 3 (.fs-amp3)

**Budget Comparison**

Period = Oct 2025-Dec 2025

	YTD Actual	YTD Budget	Variance	% Var	Annual
INCOME					
NET TENANT INCOME (1)	189,256	152,438	36,818	24	609,750
TOTAL GRANT INCOME (2)	179,634	127,625	52,009	41	510,500
TOTAL INCOME	368,890	280,063	88,827	32	1,120,250
EXPENSES					
TOTAL ADMINISTRATIVE EXPENSES (3,4,5,6)	110,223	100,064	-10,161	-10	400,255
TOTAL TENANT SERVICES EXPENSES	217	438	221	50	1,750
TOTAL UTILITY EXPENSES (7)	51,438	48,150	-3,288	-7	192,599
TOTAL MAINTENANCE EXPENSES (8,9,10)	68,720	70,699	1,979	3	282,797
TOTAL GENERAL EXPENSES	35,275	33,545	-1,730	-5	134,180
TOTAL HOUSING ASSISTANCE PAYMENTS	1,487	1,925	438	23	7,700
TOTAL FINANCING EXPENSES	4,462	4,462	0	0	17,850
TOTAL NON-OPERATING ITEMS	2,686	2,599	-87	-3	10,397
TOTAL EXPENSES	274,508	261,882	-12,628	-5	1,047,528
NET INCOME	94,382	18,180	76,199	419	72,722

- (1) Tenant Rent +\$ 37K (higher than budgeted)
- (2) Grant Subsidy +\$ 52K
- (3) Salaries +\$ 15K & Benefits +\$ 1K
- (4) Other Admin -\$ 20K (Consultants -\$ 23K, Mgt/Audit Fee/IT + \$3K )
- (5) Legal +\$ 2K
- (6) Misc. Admin -\$ 8K (Temp Labor -\$ 7K, Comp Parts/Answering Service -\$ 2K, Phone/Copiers + \$ 1K )
- (7) Utility Exp. -\$ 3K (Garb -\$ 4K, Elect/Water/Sewer/Gas +\$ 1K)
- (8) Maintenance Salaries & Benefit +\$ 12K (Salaries +\$ 8K, Benefits +\$ 3K, Gas/Oil +\$1)
- (9) Supplies Maintenance -\$ 9K (Maint/Repairs/Electrical -\$ 4K, Appliance/Plumbing -\$ 7K, Décor/Grounds +\$ 2K)
- (10) Contract Costs -\$ 1K, (Rep/Landscape -\$ 8K, HVAC +\$ 1K, Equip Rental/Plumb/Alarm/Clean + \$ 6K)



**HOUSING AUTHORITY OF THE COUNTY OF MERCED**

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

**Budget Comparison**

Period = Oct 2025-Dec 2025

	YTD Actual	YTD Budget	Variance	% Var	Annual
INCOME					
NET TENANT INCOME (1)	3,975	5,775	-1,800	-31	23,100
TOTAL GRANT INCOME (2)	6,916	6,450	466	7	25,800
TOTAL INCOME	10,891	12,225	-1,334	-11	48,900
EXPENSES					
TOTAL ADMINISTRATIVE EXPENSES (3,4)	4,274	5,647	1,372	24	22,587
TOTAL UTILITY EXPENSES	1,455	1,873	418	22	7,490
TOTAL MAINTENANCE EXPENSES (5)	14,435	1,912	-12,523	-655	7,647
TOTAL GENERAL EXPENSES	985	1,065	80	8	4,260
TOTAL FINANCING EXPENSES	250	250	0	0	1,000
TOTAL NON-OPERATING ITEMS	11,939	11,939	0	0	47,757
TOTAL EXPENSES	33,338	22,685	-10,653	-47	90,741
NET INCOME	-22,447	-10,460	-11,987	115	-41,841

(1) Tenant Inc -\$ 2K

(2) Grant Inc. +\$ 1K

(3) Adm Exp + \$1K(Adm Sal &amp; Benefits +\$ 2K, Other Admin -\$ 1K)

(4) Maint Salary &amp; Benefits +\$ 1K

(5) Contract Cost -\$ 14K (Building Repairs -\$ 3K, Landscaping -\$ 11K)

**HOUSING AUTHORITY OF THE COUNTY OF MERCED**

Central Office Cost Center (cocc)

**Budget Comparison**

Period = Oct 2025-Dec 2025

	YTD Actual	YTD Budget	Variance	% Var	Annual
INCOME					
TOTAL OTHER INCOME (1,2)	336,615	337,116	-502	0	1,348,465
TOTAL INCOME	336,615	337,116	-502	0	1,348,465
EXPENSES					
TOTAL ADMINISTRATIVE EXPENSES (3,4,5,6)	300,357	232,888	-67,469	-29	931,554
TOTAL TENANT SERVICES EXPENSES	1,898	1,501	-398	-27	6,003
TOTAL UTILITY EXPENSES	13,487	12,500	-987	-8	50,000
TOTAL MAINTENACE EXPENSES (7)	17,379	10,591	-6,788	-64	42,365
TOTAL GENERAL EXPENSES	13,798	13,600	-198	-1	54,400
TOTAL FINANCING EXPENSES	18,000	18,000	0	0	72,000
TOTAL NON-OPERATING ITEMS	2,338	3,596	1,258	35	14,384
TOTAL EXPENSES	367,257	292,676	-74,582	-25	1,170,706
NET INCOME	-30,642	44,440	-75,084	-169	177,759

- (1) Asset Mgt Fee booked as budgeted (As Budgeted +\$ 27K)  
(2) Admin Fee to be booked as Cap Projects funding allows (fund drawn +\$ 68K)  
(3) Admin Salary -\$ 55K ( Salaries -\$ 29K, Benefits -\$ 26K)  
(4) Legal Expense -\$ 12K  
(5) Other Admin Exp +\$ 14K (Training/travel +\$ 2K, Consultants + \$ 3K, Audit Fee +\$ 9K)  
(6) Misc. Admin. Exp. -\$ 14K (Internet/Copiers/Software +\$ 5K, Temp Labor -\$ 15K, Office Equip/Misc Other Admin -\$ 4K)  
(7) Supplies & Contract -\$ 7K (Supplies +\$1K, Janitorial +\$ 2K, Landscape -\$ 6K, Elevator Monitoring -\$ 4K)

**HOUSING AUTHORITY OF THE COUNTY OF MERCED**

All HCV Properties with Sub (.fs-hcvs)

**Budget Comparison**

Period = Oct 2025-Dec 2025

	YTD Actual	YTD Budget	Variance	% Var	Annual
INCOME					
TOTAL GRANT INCOME (1)	7,068,095	6,747,383	320,712	5	26,989,531
TOTAL OTHER INCOME	14,272	225	14,047	6,243	900
TOTAL INCOME	7,082,367	6,747,608	334,759	5	26,990,431
EXPENSES					
TOTAL ADMINISTRATIVE EXPENSES (2,3)	416,534	482,104	65,570	14	1,928,415
TOTAL TENANT SERVICES EXPENSES	1,448	1,067	-382	-36	4,267
TOTAL UTILITY EXPENSES	291	512	222	43	2,050
TOTAL MAINTENACE EXPENSES (4)	502	3,288	2,785	85	13,150
TOTAL GENERAL EXPENSES (5)	23,940	13,099	-10,843	-83	52,396
TOTAL HOUSING ASSISTANCE PAYMENTS (6,7,8,9)	6,929,627	6,178,456	-751,171	-12	24,713,824
TOTAL FINANCING EXPENSES	16,667	16,667	0	0	66,670
TOTAL NON-OPERATING ITEMS	439	700	261	37	2,800
TOTAL EXPENSES	7,389,448	6,695,893	-693,558	-10	26,783,572
NET INCOME	-307,081	51,715	-358,799	-694	206,859

- (1) HAP from HUD + \$ 321K (HAP Earned +\$ 374K, Admin Fee -\$ 51K, Port in -\$ 2K)  
(2) Adm Salaries + \$ 38K (Salaries +\$ 51K & Benefits Costs -\$ 13K)  
(3) Other Adm Exp. +\$ 27K (Mgt Fee +\$ 17K, Bkpping Fee +\$ 8K, Consulting -\$ 19K, Inspec +\$ 18K, Audit/IT +\$ 3K)  
(4) Maint Exp +\$ 3K( Supplies/ Contract Cost +\$ 3K)  
(5) General Expence -\$ 11K (Portout Adm Exp -\$ 11K)  
(6) Port Out Payments -\$ 172K (higher than budgeted)  
(7) HAP issued -\$ 546K  
(8) Escrow Contributions Higher -\$ 25K (higher than budgeted)  
(9) Tenant Utility Pmts -\$ 8K

**HOUSING AUTHORITY OF THE COUNTY OF MERCED**

Langdon Villas (langdon)

**Budget Comparison**

Period = Oct 2025-Dec 2025

	YTD Actual	YTD Budget	Variance	% Var	Annual
Revenue & Expenses					
INCOME					
NET TENANT INCOME	20,638	20,080	558	3	80,320
TOTAL OTHER INCOME (1)	153,182	135,443	17,740	13	541,770
TOTAL INCOME	173,820	155,523	18,298	12	622,090
EXPENSES					
TOTAL ADMINISTRATIVE EXPENSES (2)	14,174	19,027	4,853	26	76,108
TOTAL UTILITY EXPENSES	76	138	62	45	550
TOTAL MAINTENACE EXPENSES (3)	0	2,839	2,839	100	11,355
TOTAL GENERAL EXPENSES	6,040	6,156	117	2	24,625
TOTAL FINANCING EXPENSES	30,250	30,250	0	0	121,000
TOTAL NON-OPERATING ITEMS	860	860	0	0	3,438
TOTAL EXPENSES	51,400	59,269	7,871	13	237,076
NET INCOME	122,420	96,253	26,169	27	385,014

(1) Other Inc +\$ 18K (Mgt Fees +\$ 5K; Misc Other Inc + \$ 13K)

(2) Admin +\$ 5K (Salary/Benefits -\$ 1K, Leagal/Consultants/Misc Admin +\$ 6K)

(3) Maint Exp + \$ 3K (Supplies +\$ 1K, Contract costs +\$ 2K)

# HOUSING AUTHORITY OF THE COUNTY OF MERCED

Obanion Learning Center (obanion)

## Budget Comparison

Period = Oct 2025-Dec 2025

	YTD Actual	YTD Budget	Variance	% Var	Annual
Revenue & Expenses					
INCOME					
NET TENANT INCOME (1)	56,376	55,579	797	1	222,317
TOTAL INCOME	56,376	55,579	797	1	222,317
EXPENSES					
TOTAL ADMINISTRATIVE EXPENSES	5,919	5,648	-272	-5	22,591
TOTAL UTILITY EXPENSES	23,067	22,668	-399	-2	90,671
TOTAL MAINTENACE EXPENSES (2,3)	34,663	6,124	-28,539	-466	24,495
TOTAL GENERAL EXPENSES	1,975	1,627	-348	-21	6,507
TOTAL NON-OPERATING ITEMS	14,009	13,930	-79	-1	55,722
TOTAL EXPENSES	79,633	49,997	-29,636	-59	199,986
NET INCOME	-23,257	5,583	-28,840	-517	22,331

(1) Tenant Rents +\$ 1K ( Rent Inc -\$ 12K, Tenant Owed Utilities +\$ 13K)

(2) Maint. Supplies +\$ 1K (Cleaning/Repair/Electrical +\$ 1K)

(3) Contract Cost -\$ 29K (Landscaping -\$ 29K, Elec/Cleaning -\$ 1K, Pest/HVAC +\$ 1K)

**HOUSING AUTHORITY OF THE COUNTY OF MERCED**

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

**Budget Comparison**

Period = Oct 2025-Dec 2025

	YTD Actual	YTD Budget	Variance	% Var	Annual
INCOME					
NET TENANT INCOME (1)	193,775	176,859	16,916	10	707,436
TOTAL GRANT INCOME (2)	139,999	170,772	-30,773	-18	683,088
TOTAL INCOME	333,774	347,631	-13,857	-4	1,390,524
EXPENSES					
TOTAL ADMINISTRATIVE EXPENSES (3,4)	28,856	41,750	12,894	31	166,999
TOTAL UTILITY EXPENSES (5)	32,041	24,883	-7,158	-29	99,531
TOTAL MAINTENACE EXPENSES (6,7,8)	78,982	39,903	-39,079	-98	159,613
TOTAL GENERAL EXPENSES	11,499	10,592	-907	-9	42,367
TOTAL HOUSING ASSISTANCE PAYMENTS	140,344	161,203	20,859	13	644,810
TOTAL FINANCING EXPENSES	61,500	61,500	0	0	246,000
TOTAL NON-OPERATING ITEMS	3,897	0	-3,897	N/A	0
TOTAL EXPENSES	357,119	339,830	-17,288	-5	1,359,320
NET INCOME	-23,345	7,801	-31,145	-399	31,204

- (1) Rental Income +\$ 17K  
(2) Grant Inc -\$ 31k  
(3) Adm Salaries +\$ 8K, Benefit costs +\$ 1K  
(4) Legal Exp +\$ 2K, Mgt Fee +\$2K  
(5) Utility -\$ 7K ( Water/Sewer +\$ 2K, Garbage -\$ 9K)  
(6) Maint General Exp +\$ 5K (Maint. Salary +\$ 3K, Benefits +\$ 2K)  
(7) Supplies costs -\$ 3K (Repairs -\$ 2K, Appliance -\$ 1K)  
(8) Contract Costs -\$ 42K (Landsc -\$ 2K, Floor Covering/Build Repair -\$ 4K, Other Costs -\$ 36K (New Fence Installation in October))

**HOUSING AUTHORITY OF THE COUNTY OF MERCED**

Felix Torres Year Round (.fs-fty)

**Budget Comparison**

Period = Oct 2025-Dec 2025

	YTD Actual	YTD Budget	Variance	% Var	Annual
INCOME					
NET TENANT INCOME (1)	146,730	159,287	-12,557	-8	637,150
TOTAL INCOME	146,730	159,287	-12,557	-8	637,150
EXPENSES					
TOTAL ADMINISTRATIVE EXPENSES (2)	14,147	38,579	24,432	63	154,317
TOTAL UTILITY EXPENSES (3)	29,501	24,237	-5,263	-22	96,950
TOTAL MAINTENACE EXPENSES (4,5,6)	38,116	23,819	-14,297	-60	95,275
TOTAL GENERAL EXPENSES	9,051	8,985	-66	-1	35,941
TOTAL FINANCING EXPENSES	5,250	5,250	0	0	21,000
TOTAL NON-OPERATING ITEMS	48,868	48,868	0	0	195,471
TOTAL EXPENSES	144,933	149,738	4,806	3	598,954
NET INCOME	1,797	9,549	-7,751	-81	38,196

(1) Tenant Inc -\$ 13K (Tenant Rent +\$ 18K, Rental Assistance -\$ 31K)

(2) Total Admin +\$ 24K (Salary +\$ 16K, Benefits +\$ 5K, Training/Consults/Auditing Fee +\$ 3K)

(3) Utilities -\$ 5K ( Elec/Gas -\$ 1K, Water/Sewer -\$ 4K)

(4) Gen Maint -\$ 10K (Maint. Salary -\$ 10K Higher than budgeted)

(6) Contract -\$ 2K (Building Repairs -\$ 3K, Alarm Monit/Other Cost/Consultants +\$ 1K)

## HOUSING AUTHORITY OF THE COUNTY OF MERCED

Financial Stmt - Migrant (.fs-mig)

## Budget Comparison

Period = Jul 2025-Dec 2025

	YTD Actual	YTD Budget	Variance	% Var	Annual
INCOME					
INCOME	1,025,065	1,016,232	-8,833	-1	2,032,464
TOTAL INCOME (1)	1,025,065	1,016,232	-8,833	-1	2,032,464
EXPENSES					
Total - Center Personnel (2)	327,553.50	359,850.06	32,296.56	8.98	719,700.00
Total - Operating Expenses (3)	524,316.98	460,358.10	-63,958.88	-13.89	920,716.00
Total - Maintenance Expenses (4)	12,239.85	25,374.96	13,135.11	51.76	50,750.00
Total - Contractor Administration (5)	85,754.00	95,448.06	9,694.06	10.16	190,896.00
Total - Debt Service and Replacement	75,201.00	75,201.00	0.00	0	150,402.00
<b>TOTAL</b>	<b>1,025,065</b>	<b>1,016,232.18</b>	<b>-8,833</b>	<b>-1</b>	<b>2,032,464.00</b>

(1) Zero budget, offset to variance in expenses -\$ 9K

(2) Salaries -\$ 1K, Benefits +\$ 33K

(3) Higher utilities - Net diff. -\$ 64K, (Utilities -\$ 117k, Communic +\$ 18K, Equip Maint +\$ 39K, Travel/Other/Advertising -\$ 4K)

(4) Maint expenses +\$ 13K, (Elec/Plumb/Paint +\$ 10K, Lumb/Materials +\$ 4K, Ground Maint -\$ 1K)

(5) Audit +\$ 7K, Travel/Admin Support +\$ 3K



Total Number of Public Housing Units: 421  
 Number of Occupied Units: 408  
 Number of Vacant Units: 13

Unit ID	Prospective Resident	Move - In Date	Security Deposit Amount
199	Yes	pending unit turnover	\$300.00
201	Yes	pending unit turnover	\$800.00
541	Yes	pending unit turnover	\$800.00
417	Yes	pending unit turnover	\$500.00
243	Yes	pending unit turnover	\$300.00
357	Yes	pending unit turnover	\$500.00
359	Yes	pending unit turnover	\$500.00
476	Yes	pending unit turnover	\$200.00
149	Yes	pending unit turnover	\$500.00
75	Yes	pending unit turnover	\$500.00
413	Yes	pending unit turnover	\$500.00
292	Yes	pending unit turnover	\$500.00
273	Yes	pending unit turnover	\$800.00

#### Indicators

Sub-Indicator #1	Performance Scoring	Aug	Sep	Oct	Nov	Dec	Jan
<b>Lease Up Days</b>		678	678	67	95	226	259
Average Lease Up Days		16.54	16.14	13.4	13.57	20.55	17.27
<b>Make Ready Time</b>		1118	1118	110	117	195	278
Average Make Ready Days		27.27	26.62	22	16.71	17.73	18.53
<b>Down Days</b>		1206	1583	962	1048	1238	872
Average Down Days		29.41	37.69	192.4	149.71	112.55	58.13
<b>Total # Vacant Units Turned</b>		41	42	5	7	11	15
Total # Turn Around Days		3002	3379	1139	1260	1659	1409
Average Turn Around Days (To Date)	A = 0-20 B = 21-25 C = 26-30 D = 31-40 F = more than 50	73	80	227	180	150	93

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

## HCV Program Counts

[illegible]

## STAFF REPORT

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

**FROM:** Maria Alvarado, Interim HR Manager/Clerk of the Board

**DATE:** February 18, 2026

**SUBJECT:** Housing Authority of the County of Merced Departmental Update

### **Clerk of the Board**

The Authority has not received any interest notifications for the vacant Resident Commissioner – Public Housing position from any Public Housing resident(s). The position remains listed as *vacant* on the County of Merced Committees, Commissions, & Boards listing on the County website as well.

### **Human Resources**

#### **Recruitments:**

The Authority currently has six (6) vacant positions. Of those positions, two (2) are management positions: Director of Housing Programs (1) and HR Manager & Clerk of the Board (1). The remaining four (4) are represented positions: Eligibility Specialist (2), Administrative Clerk (1), and Maintenance Worker (1).

The Authority held oral panels for the positions of Administrative Clerk and Eligibility Specialist. Secondary interviews have been scheduled with two candidates. The Authority anticipates having the Administrative Clerk and one of the Eligibility Specialist positions filled by the end of the month. Additional recruitment efforts will be conducted for the positions of Eligibility Specialist and Maintenance Worker.

The Authority continues to backfill vacant positions with temporary staff. Recruitment efforts continue and include continued advertising of the positions on the Authority's website, sharing with community partners, and posting on online job boards such as Indeed.

As of this report, the represented positions' vacancy rate is now at 12.9%.

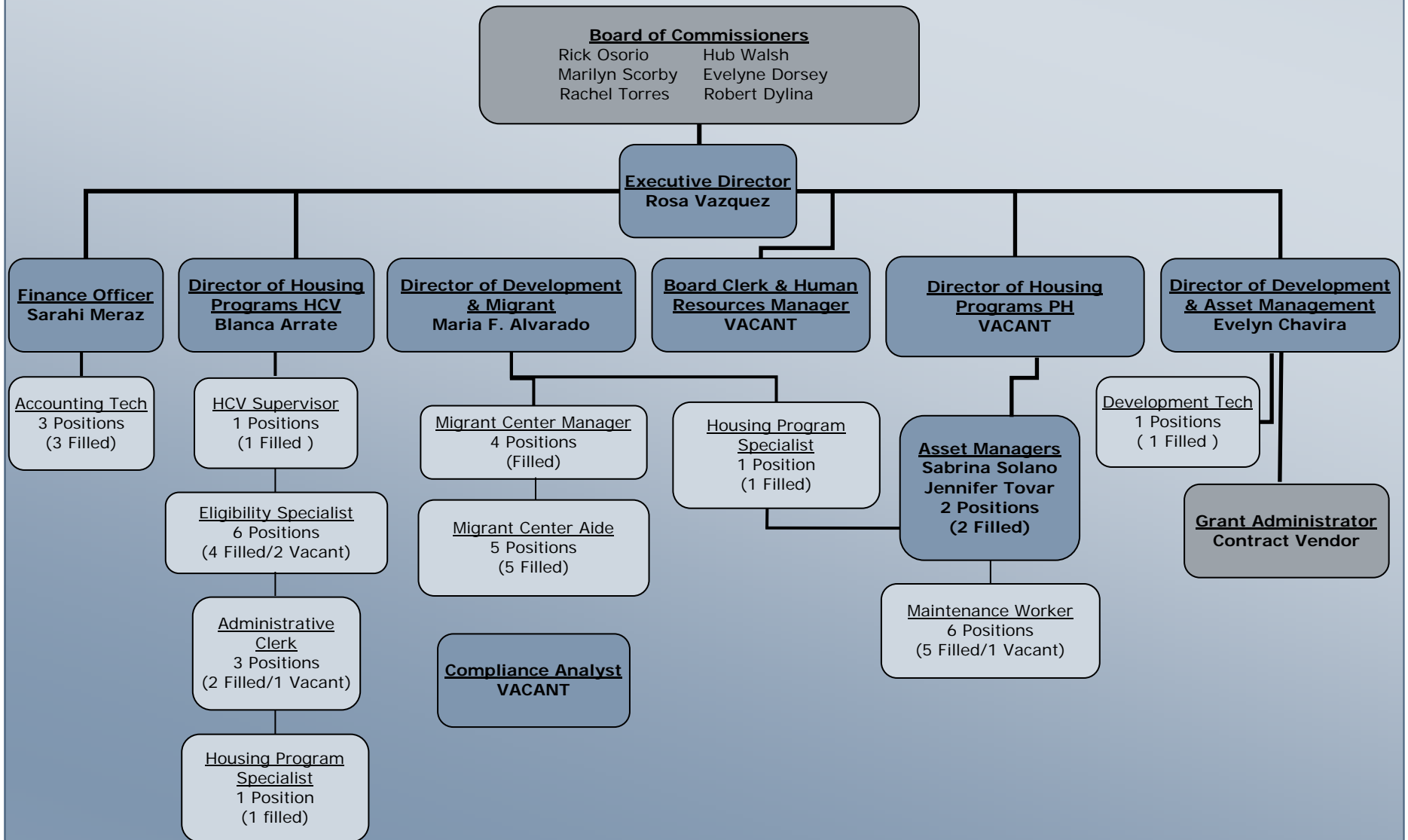
#### **New Solicitations & Notification Requirements:**

Effective January 1, 2026, Assembly Bill 339 (AB 339) adds Government Code section 3504.1 to the Meyers-Milias-Brown Act (MMBA), creating new notice requirements for local public agencies before issuing certain service contract solicitations or executing certain service contract renewals and extensions when the contracted services are within the scope of work of a job classification represented by a recognized employee organization.

Public agencies must now give a recognized employee organization (union) at least forty-five (45) days' written notice before issuing a Request for Proposals (RFP), Request for Quotes (RFQ), or renewing or extending an existing contract to perform services within the scope of work of classifications represented by a recognized employee organization.

Authority staff have attended a Liebert Cassidy Whitmore training on this new requirement to ensure compliance. Additionally, the Authority has also provided notification of solicitations issued that fall under this requirement to the union. Authority staff are compiling a complete roster of solicited services in order to identify the solicitations impacted by this requirement, as well as work on a waiver for those that are specialized and do not affect any represented positions. Once the list is finalized, Authority staff will meet and confer with the union.

# Housing Authority of the County of Merced



## STAFF REPORT

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

**FROM:** Sarahi Meraz, Finance Officer

**DATE:** February 18, 2026

**SUBJECT:** September 30, 2025, Fiscal Year-End Financial Audit

Smith Marion & Co has completed the audit for the Housing Authority of the County of Merced (Authority) for the period ending September 30, 2025. The primary objective was to evaluate the integrity of financial statements, the effectiveness of internal controls, and the regulatory compliance of the Authority.

Between January 20 and January 22, 2026, an onsite audit was conducted to evaluate compliance of five key programs: Housing Choice Voucher (HCV), Migrant Program, Farmworker Year-Round (FTYR), the Central Office Cost Center (COCC), and Procurement. The objective was to ensure these programs align with federal standards, such as those from HUD.

All programs demonstrated substantial compliance with financial record-keeping and eligibility criteria.

The Authority is pleased to report that the on-site portion of the audit resulted in no findings. All tested files and transactions in all categories were found to be in compliance. Internal controls and program management demonstrated high levels of effectiveness.

The onsite fieldwork is complete, and the Authority is currently awaiting the final audit report from the auditors. Once received, the formal report will be presented to the Board for final review and filing.

## STAFF REPORT

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

**FROM:** Blanca Arrate, Director of Housing Programs

**DATE:** February 18, 2026

**SUBJECT:** Wait list opening and closure for select bedroom sizes in Project-Based (PBV) and Public Housing (PH) programs.

As part of the Authority's monthly review of all program waiting lists, it was determined that the waiting lists for select Project-Based (PBV) and Public Housing (PH) program bedroom sizes were either exhausted or reaching low counts. As a result, the Authority opened the waiting lists to accept new applicants.

A public notice announcing the opening was published in the Merced Sun Star, posted on the Authority's website, and distributed to community partners. On January 26, 2026, the following waiting lists were opened:

### **PBV:**

- Devonwood 1, 2, and 3 bedrooms
- Tierrasanta 2 and 3 bedrooms
- Gateway Terrace 3 and 4 bedrooms
- The Grove 2, 3, and 4 bedrooms
- Midway 3 and 4 bedrooms
- Twelve Thirteen Studio

### **PH:**

- Atwater 3 and 4 bedrooms
- Dos Palos 3 and 4 bedrooms
- Livingston 3 and 4 bedrooms
- Los Banos 3 and 4 bedrooms
- Merced 2, 3, and 4 bedrooms

The waiting list for Tierrasanta closed on February 9, 2026. All remaining waiting lists will close on February 25, 2026.