

Housing Authority of the City of Madera



205 North G Street • Madera, CA 93637 • (559) 674-5695 • Fax: (559) 674-5701 • TTY: 711 • www.maderaha.org

REGULAR BOARD MEETING OF THE HOUSING AUTHORITY OF THE CITY OF MADERA

Notice and Agenda

6:00 PM
Wednesday, July 10, 2024

Madera City Hall
Council Chambers
205 W. 4th Street
Madera, CA 93637

This Notice, Meeting Agendas, Board Meeting Packets, and Meeting Minutes can be viewed electronically on the Housing Authority's website - located at www.maderaha.org. There, you can access the tab "About Us" and then open the tab "Board Meeting Agenda."

This meeting of the Housing Authority's Board of Commissioners is open to the public. Members of the public may participate in the meeting and comment on an Agenda item in person or remotely by logging onto Zoom:

[Link to the Zoom Meeting](#)

or alternatively by telephone by dialing (669) 900-6833 and then entering Meeting ID No: 456 605 1574.

Written materials related to an item on the Agenda for the open session portion of this meeting distributed to the Board of Commissioners less than 72 hours before this scheduled meeting, are available for public inspection during normal business hours at the Housing Authority's office located at 205 N G Street, Madera, CA 93637.

Comments will also be sent via email to Ms. Giselle Flores at giselle@maderaha.org or by regular mail sent to the Housing Authority at 205 N G Street, Madera, CA 93637, Attention Giselle Flores.

The meeting room is accessible to the physically disabled and the services of a translator can be made available upon request. Any accommodation for the disabled, language signers, assistive listening devices, or translation services needed to facilitate an individual's participation in this public meeting should be made at least seventy-two (72) hours prior to the meeting by contacting the City of Madera's Human Resources Dept. at (559) 661-5400, Ext. 8704 or the Housing Authority at (559) 674-5695 Ext. 222 between the business hours of 8:00 a.m. to 5:00 p.m., Monday through Friday. Those who are hearing impaired can call 711 or 1.800.867.4323 for a TTY Relay Service.

CALL TO ORDER: Chairperson Elsa Mejia

ROLL CALL:

Chairperson Elsa Mejia,
Vice-Chairperson Anita Evans,
Commissioner Cece Gallegos,
Commissioner Jose Rodriguez,
Commissioner Santos Garcia,
Commissioner Steve Montes and
Commissioner Artemio Villegas.

INVOCATION: Brandon Hopkins from Madera Ministries.

PLEDGE OF ALLEGIANCE:

APPROVAL OF AGENDA:

PUBLIC COMMENT:

The first fifteen minutes of the meeting are reserved for members of the public to address the Board of Commissioners on items which are within the subject matter jurisdiction of the Housing Authority. Speakers shall be limited to three (3) minutes. Speakers will be asked, but are not required, to identify themselves and state the subject of their comment. If the subject is an item on the Agenda, the Chairperson has the option of asking the speaker to hold their comment until that item is called. Comments regarding items listed for “Public Hearing” on the agenda, should be held until the Public Hearing is opened. The Board is prohibited by law from taking any action on matters discussed that are not on the agenda, and no adverse conclusions should be drawn if the Board does not respond to a public comment at this time.

A. WORKSHOPS:

B. CONSENT CALENDAR:

Matters listed under the Consent Calendar are considered routine and will be enacted by one motion and a single vote. There will be no separate discussion of each of these items. If any Commissioner or member of the public wishes to discuss a matter listed on the Consent Calendar, they can request that such an item be removed from the Consent Calendar and such an item will be considered separately.

B-1 Approval of June 12th, 2024, Board Meeting Minutes.

B-2 Approval of Register Audited Demands for June 2024.

C. RESOLUTIONS, AGREEMENTS, BIDS, HEARINGS, AND/OR PETITIONS:

C-1 RESOLUTION NO. 1296 of The Housing Authority of the City of Madera Regarding

Acceptance of the Audited Financial Statements for The Fiscal Year Ended September 30, 2023.

C-2 RESOLUTION NO. 1297 of The Housing Authority of The City of Madera Regarding Annual Agency Plans.

C-3 RESOLUTION NO. 1298 of The Housing Authority of The City of Madera Regarding Updates to the Procurement Policy.

C-4 INFORMATIONAL ITEM: Update on Farm Labor Budget, Rents and Utility Allowances.

D. WRITTEN COMMUNICATIONS: Giselle Flores, Executive Administrative Assistant

E. ADMINISTRATIVE REPORTS: Blanca Mendoza-Navarro, Executive Director

E-1: Monthly Housing Activity Report

	24-Jan	24-Feb	24-Mar	24-Apr	24-May	24-Jun	24-Jul	24-Aug	24-Sep	24-Oct	24-Nov	24-Dec
Section 8	Section 8											
Households Assisted	748	761	734	751	715	731						
YTD Lease Up projection	93%	95%	91%	93%	89%	91%						
MTD HAP Expenses	\$437,236	\$444,106	\$444,106	\$464,536	\$486,624	\$466,894						
Waiting List	516	516	516	269	270	270						
Public Housing	Public Housing											
Vacancies	2	5	2	2	2	2						
Waiting List	2794	2800	2800	4382	2,825	2,830						
Unit Turnover	0	1	2	2	1	1						
Farm Labor	Farm Labor											
Vacancies	2	2	1	2	2	2						
Waiting List	17	20	17	17	14	11						
Unit Turnover	1	0	1	2	1	1						
Maintenance	MAINTENANCE											
Public Housing	Public Housing											
Open Work Orders	17	14	17	65	52	53						
Average days	5	2.4	2.5	15.5	2.4	2.9						
Farm Labor	Farm Labor											
Open Work Orders	3	2	3	13	25	2.0						
Average days	7.8	4.8	2.6	3.4	3.5	3.6						

F. **EXECUTIVE DIRECTOR REPORT:** Blanca Mendoza-Navarro, Executive Director

G. **COMMISSIONER REPORTS:**

H. **CLOSED SESSION:** Attorney Emilio J. Huerta

The Board of Commissioners will adjourn into closed session to discuss the following items.

H-1: Discussion of litigation matters pursuant to CA Govt. Code Section 54956.9(d)(4):

A. Phillis Channg v. West Coast USA Properties LLC;

B. Renee Wright v. Housing Authority of the City of Madera

C. Potential litigation: Public Housing


I. **ADJOURNMENT:**

The next Regular Monthly Meeting will be Wednesday August 14th, 2024 at 6:00 p.m., at the City of Madera, Council Chambers.

Certificate of Posting

I, Giselle Flores, declare under the penalty of perjury under the laws of the State of California, that I am an employee of the Housing Authority of the City of Madera, and that I posted the above **July 10th, 2024** Agenda for the Regular Meeting of the Housing Authority of the City of Madera's Board of Commissioners, near the front entrance of the office of Housing Authority located at 205 North G Street, Madera, CA 93637, on the Housing Authority's Website, and at the front entrance of the Madera City Hall, located at 205 W. 4th Street, Madera, CA 93637, at or about 3:30 p.m..

Executed this 5th day of July 2024.



Giselle Flores
Executive Administrative Assistant
Housing Authority of the City of Madera

Housing Authority of the City of Madera



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MINUTES OF THE JUNE 12, 2024 REGULAR BOARD MEETING OF THE HOUSING AUTHORITY OF THE CITY OF MADERA

CALL TO ORDER:

The June 12, 2024, Regular Meeting of the Housing Authority for the City of Madera was called to order by Chairperson Elsa Mejia at 6:00 p.m.

The meeting was held in person at the City of Madera Council Chambers, located at 205 West 4th Street, Madera, CA 93637, pursuant to California AB 361, AB 2449, and CA Govt. Codes §§ 54953 and 54954.2. The meeting was made available simultaneously to the public via Zoom.

COMMISSIONERS PRESENT:

Vice Chairperson Anita Evans	(In Person at the City of Madera Council Chambers)
Commissioner Cece Gallegos	(In Person at the City of Madera Council Chambers)
Commissioner Jose Rodriguez	(In Person at the City of Madera Council Chambers)
Commissioner Santos Garcia	(In Person at the City of Madera Council Chambers)
Commissioner Artemio Villegas	(In Person at the City of Madera Council Chambers)

COMMISSIONERS ABSENT:

Chairperson Elsa Mejia	(In Person at the City of Madera Council Chambers)
Commissioner Steve Montes	(In Person at the City of Madera Council Chambers)

GUESTS/STAFF PRESENT:

HACM Executive Director Blanca Mendoza-Navarro (In Person)
HACM Executive Administrative Assistant Giselle Flores (In Person)
HACM Legal Counsel Emilio J. Huerta (In Person)
HACM Finance Manager Alex Estrada (In Person)
HACM Programs Manager Lucia Lopez (In Person)
HACM Maintenance Manager Jared Garza (In Person)
HACM Maintenance Employee Thomas Gonzales (In Person)

INVOCATION:

Vice Chair A. Evans led the invocation.

PLEDGE OF ALLEGIANCE

Commissioner J. Rodriguez led the Pledge of Allegiance.

APPROVAL OF AGENDA:

The motion passed unanimously.

YAYES: (5) Vice-Chairperson Anita Evans,
 Commissioner Cece Gallegos,
 Commissioner Jose Rodriguez,
 Commissioner Santos Garcia, and
 Commissioner Artemio Villegas

NAYES: (0)

ABSENT: (2) Chairperson Elsa Mejia,
 Commissioner Steve Montes,

PUBLIC COMMENT:

There were no comments from the public in attendance nor via zoom.

A. WORKSHOPS:

None.

B. CONSENT CALENDAR:

Approval of consent items.

B-1 May 8, 2024, Regular Board Meeting Minutes.

B-2 May 22, 2024, Special Board Meeting Minutes.

B-3 Register Audited Demands for May 2024.

B-4 INFORMATIONAL ITEM: Renewal of property, liability, and auto coverage from Housing Authorities Risk Retention Pool (HARRP) effective 07/01/2024 – 07/01/2025.

There were no comments from the public in attendance nor via zoom.

Commissioner S. Garcia moved to approve the Consent Calendar items. Commissioner A. Villegas seconded the motion. The motion passed unanimously.

YAYES: (5) Vice-Chairperson Anita Evans,
Commissioner Cece Gallegos,
Commissioner Jose Rodriguez,
Commissioner Santos Garcia, and
Commissioner Artemio Villegas

NAYES: (0)

ABSENT: (2) Chairperson Elsa Mejia,
Commissioner Steve Montes

C. RESOLUTIONS, AGREEMENTS, BIDS, HEARINGS, AND/OR PETITIONS:

C-1 INFORMATIONAL ITEM: Renewal Agreement/Membership for Special Services with Liebert Cassidy Whitmore,

HACM Executive Director Blanca Mendoza-Navarro presented Informational Item C-1, the Renewal Agreement/Membership for Special Services with Libert Cassidy & Whitmore (LCW). This membership with LCW provides special services that include access to policies, legal checklists, trainings, monthly newsletters, and telephone consultations. Ms. B. Mendoza-Navarro informed the Board that this membership renewal of \$2,600.00 is effective July 1, 2024 – July 1, 2025 and has no fiscal impact as it is budgeted as part of the Agency's training program.

C-2 INFORMATION ITEM: Amended Agreement with the Office of Migrant Services (OMS) Contract for Pomona Ranch,

HACM Executive Director Blanca Mendoza-Navarro presented Informational Item C-2, the Amended Agreement with the Office of Migrant Services (OMS) Contract for Pomona Ranch. The Agency entered into an agreement with OMS on February 25th, 2022, which allotted funding to Pomona Ranch Migrant Center to perform rehabilitating of the housing center.

All rehabilitation work was to be completed by May 15, 2025; however, OMS has extended the completion date to March 31, 2025. OMS and HACM have agreed to the amendment of the contract.

C-3 DISCUSSION ITEM: The Housing Authority of The City of Madera Consideration of Approval of HACM Bylaws, continued Item from May 8, 2024,

HACM Executive Director Blanca Mendoza-Navarro presented Discussion Item C-3, The Housing Authority of the City of Madera Consideration of Approval of HACM Bylaws, continued Item from May 8, 2024.

Staff along with the Ad Hoc By Laws Committee and Legal Counsel have been working on updating the By Laws for HACM. The Committee reviewed the original By Laws and incorporated the previous language with the updated needed language. This item was tabled to give the rest of the Board of Commissioners at the May 8th, 2024, Board Meeting, some time to review the Bylaws and submit comments. The Board and HACM Staff agreed on a time frame to review the proposed changes and provide comments to staff by May 31, 2024. However, Staff received comments on the proposed changes after the agreed deadline and would like additional discussion and direction.

Attorney Emilio J. Huerta recommended the Board of Commissioners to pull this item from the Agenda and bring it up at the next Board Meeting which will take place on July 10, 2024.

The Board of Commissioners and Staff discussed how a two-year term may be ideal due to the operations processes that are required when selecting a new Chair and Vice-Chair. Some of these processes include changing who is authorized to sign checks through each of the Agency's banks, required paperwork, and access to the U.S. Department of Housing and Urban Development (HUD) account that controls the Agency's monies. The Board of Commissioners and Staff agreed that in the next Board Meeting, on July 10, 2024, the Bylaws will obtain an A or B option per suggested change that will allow the Board to vote on what changes they would like to see on the Bylaws.

C-4 RESOLUTION No. 1295: The Housing Authority of The City of Madera Consideration of HACM Executive Director Agreement with Blanca Mendoza-Navarro.

Attorney Emilio J. Huerta presented Resolution No. 1295: The Housing Authority of the City of Madera Consideration of HACM Executive Director Agreement with Blanca Mendoza-Navarro. Mr. J. Huerta, Chairperson E. Mejia, and Vice-Chairperson A. Evans collaborated on the development of the three (3) year, At-Will contract agreement with Ms. Mendoza-Navarro. It was recommended by Mr. J. Huerta that Ms. Navarro-Mendoza's salary reflected the step one (1) on the salary scale for the position of Executive Director and that her performance is evaluated within six (6) months per the agreement and personnel policies.

A severance provision was included in the contract of three (3) months of the Executive Salary pursuant to Government Code, that in the event that the Board of Commissioners decides that Ms. Mendoza-Navarro is not compatible for the Executive Director position, she would be subject to termination with or without cause. This would entitle Ms. Mendoza-Navarro to a three (3) month severance or the balance of her contract with the condition of signing a release and agreement to not commence a lawsuit against the Housing Authority of the City of Madera.

This contract agreement has been mutually agreed upon Mr. J. Huerta, Chairperson E. Mejia, Vice-Chairperson A. Evans, and Executive Director Blanca Mendoza-Navarro.

There were no comments from the public in attendance nor via zoom.

Commissioner S. Garcia moved to motion Item C-4. Commissioner A. Villegas seconded the motion. The motion passed unanimously.

YAYES: (5) Vice-Chairperson Anita Evans,
Commissioner Cece Gallegos,
Commissioner Jose Rodriguez,
Commissioner Santos Garcia, and
Commissioner Artemio Villegas

NAYES: (0)

ABSENT: (2) Chairperson Elsa Mejia,
Commissioner Steve Montes

D. WRITTEN COMMUNICATIONS:

No written communications were received.

E. ADMINISTRATIVE REPORTS:

E-1: Monthly Housing Activity Report:

Executive Director, Blanca Mendoza-Navarro presented an update on the numbers for Housing Choice Voucher (HCV), Public Housing, and Farm Labor Programs' monthly report.

Ms. Mendoza-Navarro stated that for the Housing Choice Voucher (HCV) program, there has been a decrease in the number of housing lease ups, some of which had to do with abatements that Staff has had to do. There have been some families whose household incomes have increased, causing them to be disqualified from the program. Staff plans to pull the remainder of the 270 applications for HCV.

Ms. Mendoza-Navarro also went over some questions that were asked last month regarding the increase in the number of waitlisted applicants for Public Housing (PH). Ms. Mendoza-Navarro clarified that the reason for the numbers not adding up was due to a feature in our software program that was not turned on, resulting in the system to place each waitlisted family in every single bedroom size. This error in the system reflected six (6) times the number of applicants, which added to a total of 2,148 applicants.

Farm Labor (FML) currently has two (2) vacancies and maintenance has been working hard to complete all the work orders. Maintenance completed 244 inspections for PH within a week and have gone back to doing the work orders resulting from the inspections.

There were no comments from the public in attendance nor via zoom.

F. EXECUTIVE DIRECTOR REPORT:

Executive Director Blanca Mendoza-Navarro provided the departmental reports. Ms. Mendoza-Navarro stated that we are continuing the HUD audit as of right now, but we are still waiting for close outs for the Financial Assessment Subsystem (FAS) and for the Section Eight Management Assessment Program (SEMAP). We are on track with the auditors to close out the Fiscal Year 2023 that is due by June 30th, 2024. We are still contracted with BDO, who have completed the bank reconciliation from MOM, which was our previous software system, to Yardi. Housing Choice Voucher (HCV) is continuing to issue vouchers and have new contracts signed. HCV continues to complete annual certifications. The HQS inspections are all up-to-date and have had a decrease for no-shows and re-inspections.

Ms. Mendoza-Navarro congratulated Larry Perez, Housing Inspector with HACM, for becoming an NSPIRE Certified Inspector. Mr. Perez took the NSPIRE class and passed the required test. Ms. Mendoza Navarro also congratulated ROSS and FSS who have continued to enroll families for Public Housing, and PH and Maintenance for the completion of 244-unit inspections. PH and Maintenance are preparing for their first NSPIRE inspection that will be taking place sometime in June. In regard to the Migrant center, the Wi-Fi installation is about 90-95% complete and should be running by the time the residents arrive. The Maintenance Manager is working with RMC on the rehab project, and they are halfway done with the demolition. Installation of the granite countertops should begin next week, and we are on track to be done for opening day on July 1st, 2024.

The Finance team continues to work with BDO and Smith Marion to complete the Fiscal Year 2023 audit. The submission of the audited Financial Statements is still on track to meet the June 30, 2024, deadline. The Finance department is also working with USDA for submission of the FY 2024-2024 Farm Labor budget. The submission deadline is June 30, 2024, which is also on track. The Procure to Pay Yardi module is in the last two weeks of implementation and is aiming to go live on June 24, 2024.

On Monday, June 10th, 2024, Mee Thao, Accounting Technician II, joined the Finance Department. Mee recently graduated with a bachelor's degree in accounting from Fresno State. In addition to this recruitment, Steven Chambers also joined HACM as a Maintenance II Worker on May 28th, 2024. Mr. Chambers was one of our HVAC vendors who was interested in the position with the Agency.

Ms. Mendoza-Navarro shared some details regarding a scheduled training for the electronic procurement platform that allows the Agency to submit and process bids and proposals. The platform is free for the Agency as well as the vendors, and the Agency will be able to submit its first bid on the 24th of June. Ms. Mendoza-Navarro also shared the changes that the Executive Administrative Assistant has made to the Agency's website calendar. The Agency's website calendar now has the Agency's every other Friday closure days, Board Meetings, and Holidays in which the Agency is scheduled to be closed.

Bi-Weekly meetings continue with the Valley Authorities Consortia. The attendees are HUD TA, HUD staff, Stanislaus/Riverbank, HACM and Kings County. Discussions continue around operations streamlining, governance, and best practices as a group and individually and shared resources.

G. COMMISSIONER REPORTS:

1. Commissioner C. Gallegos appreciated Larry for being a part of the team, congratulated Mr. Chambers and Ms. Thao for joining the Agency, and appreciated everybody else who is working hard to get our community the housing needs that it needs.
4. Commissioner S. Garcia had nothing to report.
5. Commissioner J. Rodriguez had nothing to report.
6. Commissioner A. Villegas had nothing to report.
7. Vice-Chairperson A. Evans appreciated everyone in the team and welcomed Giselle Flores, Executive Administrative Assistant aboard. The Vice-Chair invited everyone to the Emancipation Proclamation event for Juneteenth.

H. CLOSED SESSION: Attorney Emilio J. Huerta

Pursuant to CA Govt. Code 54956.9 (d)(4), the Board of Commissioners temporarily adjourned from open session and met in closed session at 7:34 p.m. regarding the following:

H-1: Discussion of litigation matters pursuant to CA Govt. Code Section 54956.9(d)(4):

- A. Phillis Channg v. West Coast USA Properties LLC;
- B. Renee Wright v. Housing Authority of the City of Madera
- C. Potential litigation: Public Housing

Upon resuming the closed session, the Board of Commissioners had nothing to report.
There were no other reportable actions.

I. ADJOURNMENT:

Vice-Chairperson announced that the next regularly monthly scheduled meeting of the Board of Commissioners will be held on Wednesday, July 10th, 2024, at 6:00 p.m., in the City of Madera Council Chambers.

The meeting was adjourned at 8:35 p.m.

CERTIFICATE OF THE BOARD OF COMMISSIONERS

The undersigned hereby certifies that the foregoing June 12th, 2024, Regular Board Meeting Minutes of the Housing Authority of the City of Madera (HACM) were reviewed and approved by the Housing Authority of the City of Madera's Board of Commissioners at a duly noticed meeting on July 10th, 2024, where a quorum was present in accordance with the HACM Bylaws.

Executed on this 10th day of July 2024.

By: _____
Giselle Flores, Executive Administrative
Assistant
Housing Authority of the City of Madera

Payment Summary

Bank=revfund AND mm/yy=06/2024-06/2024 AND All Checks=Yes AND Include Voids=All Checks

Bank	Check#	Vendor	Check Date	Post Month	Total Amount	Date Reconciled
revfund - WF Revolving Fund	73	mis02 - MISSIONSQUARE-303376	06/07/2024	06/2024	3,178.91	
revfund - WF Revolving Fund	74	pub01 - CA PUBLIC EMPLOYEES' RETIREMENT ...	06/07/2024	06/2024	7,143.98	
revfund - WF Revolving Fund	75	pge01 - P. G. & E.	06/20/2024	06/2024	-70.24	
revfund - WF Revolving Fund	76	usbank001 - U.S. Bank National Association	06/25/2024	06/2024	2,241.26	
revfund - WF Revolving Fund	46712	DIA01 - DIAMOND COMMUNICATION,INC	05/09/2024	06/2024	204.00	05/31/2024
revfund - WF Revolving Fund	46735	scha001 - Chambers	06/06/2024	06/2024	587.38	
revfund - WF Revolving Fund	46736	aff01 - AFFORDABLE HOUSING NETWORT	06/06/2024	06/2024	750.00	
revfund - WF Revolving Fund	46737	ale00 - ALESHIRE & WYNDER, LLP	06/06/2024	06/2024	2,448.50	
revfund - WF Revolving Fund	46738	app00 - APPLEONE EMPLOYMENT SVCS	06/06/2024	06/2024	4,795.74	
revfund - WF Revolving Fund	46739	att06 - AT&T CALNET	06/06/2024	06/2024	118.28	
revfund - WF Revolving Fund	46740	bct00 - BCT CONSULTING, INC.	06/06/2024	06/2024	763.73	
revfund - WF Revolving Fund	46741	bdo00 - BDO USA, P.A.	06/06/2024	06/2024	7,567.50	
revfund - WF Revolving Fund	46742	con0c - CONCENTRA MEDICAL CENTERS	06/06/2024	06/2024	342.00	
revfund - WF Revolving Fund	46743	DIA01 - DIAMOND COMMUNICATION,INC	06/06/2024	06/2024	204.00	
revfund - WF Revolving Fund	46744	FER04 - FERGUSON ENTERPRISES, INC	06/06/2024	06/2024	2,870.86	
revfund - WF Revolving Fund	46745	gec01 - GE Appliances, A Haier Company	06/06/2024	06/2024	80.28	
revfund - WF Revolving Fund	46746	gue0006 - Guerrero	06/06/2024	06/2024	18.21	
revfund - WF Revolving Fund	46747	hartford - THE HARTFORD	06/06/2024	06/2024	689.29	
revfund - WF Revolving Fund	46748	hds00 - HD SUPPLY FACILITIES MAINTENANCE	06/06/2024	06/2024	1,699.51	
revfund - WF Revolving Fund	46749	hom04 - HOME DEPOT CREDIT SERVICE	06/06/2024	06/2024	1,769.05	
revfund - WF Revolving Fund	46750	ins01 - INSIGHT EMPLOYEE ASSISTANCE PROGRAM	06/06/2024	06/2024	45.00	
revfund - WF Revolving Fund	46751	JOH04 - JOHNSON CONTROLS FIRE PRO	06/06/2024	06/2024	1,300.00	
revfund - WF Revolving Fund	46752	kjwater00 - KJ Water Services	06/06/2024	06/2024	676.00	
revfund - WF Revolving Fund	46753	mad02 - CITY OF MADERA UTILITY BILLING	06/06/2024	06/2024	21,374.64	
revfund - WF Revolving Fund	46754	met00 - METROPOLITAN LIFE INSURANCE COMPANY	06/06/2024	06/2024	902.23	
revfund - WF Revolving Fund	46755	mis01 - MISSION UNIFORM SERVICE 3	06/06/2024	06/2024	143.46	
revfund - WF Revolving Fund	46756	nav04 - NAVIA BENEFIT SOLUTIONS,	06/06/2024	06/2024	200.00	
revfund - WF Revolving Fund	46757	pera4 - PERIMETER PEST CONTROL	06/06/2024	06/2024	425.00	
revfund - WF Revolving Fund	46758	pge01 - P. G. & E.	06/06/2024	06/2024	576.18	
revfund - WF Revolving Fund	46759	qua06 - QUADIENT LEASING USA, INC	06/06/2024	06/2024	681.69	
revfund - WF Revolving Fund	46760	qua07 - QUADIENT FINANCE USA, INC	06/06/2024	06/2024	1,000.00	
revfund - WF Revolving Fund	46761	rmc001 - RMC Enterprises, Inc	06/06/2024	06/2024	230,640.00	
revfund - WF Revolving Fund	46762	rot01 - ROTH STAFFING COMPANIES, L.P.	06/06/2024	06/2024	3,844.39	
revfund - WF Revolving Fund	46763	rub0002 - Rubio	06/06/2024	06/2024	57.00	
revfund - WF Revolving Fund	46764	rvd02 - RVD HEATING & AIR AND SON	06/06/2024	06/2024	485.00	
revfund - WF Revolving Fund	46765	SAN90 - MORGAN BROTHERS, INC.	06/06/2024	06/2024	1,950.00	
revfund - WF Revolving Fund	46766	smith001 - Smith Marion & Co., Inc	06/06/2024	06/2024	12,500.00	
revfund - WF Revolving Fund	46767	spe00 - SPECIALTY LANDSCAPE, INC.	06/06/2024	06/2024	9,990.00	
revfund - WF Revolving Fund	46768	ste00 - STEAMRITE	06/06/2024	06/2024	135.00	
revfund - WF Revolving Fund	46769	t0000089 - Zamora	06/06/2024	06/2024	306.17	
revfund - WF Revolving Fund	46770	TEC06 - TECH HEROES, INC.	06/06/2024	06/2024	5,188.00	

Payment Summary

Bank=revfund AND mm/yy=06/2024-06/2024 AND All Checks=Yes AND Include Voids=All Checks

Bank	Check#	Vendor	Check Date	Post Month	Total Amount	Date Reconciled
revfund - WF Revolving Fund	46771	TMO00 - T-MOBILE USA INC.	06/06/2024	06/2024	854.74	
revfund - WF Revolving Fund	46772	TOP01 - TOP PLUMBING	06/06/2024	06/2024	750.00	
revfund - WF Revolving Fund	46773	V0000605 - Housing Authority of the County of Stanislaus	06/06/2024	06/2024	950.00	
revfund - WF Revolving Fund	46774	WIL01 - SHERWIN WILLIAMS COMPANY	06/06/2024	06/2024	1,102.41	
revfund - WF Revolving Fund	46775	ofri001 - Frias	06/10/2024	06/2024	189.88	
revfund - WF Revolving Fund	46776	aest001 - Estrada	06/20/2024	06/2024	141.00	
revfund - WF Revolving Fund	46777	aff01 - AFFORDABLE HOUSING NETWORT	06/20/2024	06/2024	750.00	
revfund - WF Revolving Fund	46778	app00 - APPLEONE EMPLOYMENT SVCS	06/20/2024	06/2024	3,193.84	
revfund - WF Revolving Fund	46779	bct00 - BCT CONSULTING, INC.	06/20/2024	06/2024	70.00	
revfund - WF Revolving Fund	46780	chw01 - C.H.W.C.A.	06/20/2024	06/2024	16,173.00	
revfund - WF Revolving Fund	46781	EGB01 - E. G. BABCOCK COMPANY	06/20/2024	06/2024	173.79	
revfund - WF Revolving Fund	46782	gec01 - GE Appliances, A Haier Company	06/20/2024	06/2024	55.60	
revfund - WF Revolving Fund	46783	hds00 - HD SUPPLY FACILITIES MAINTENANCE	06/20/2024	06/2024	569.90	
revfund - WF Revolving Fund	46784	jgar001 - Garza	06/20/2024	06/2024	141.00	
revfund - WF Revolving Fund	46785	mad46 - PUBLIC WORKS FAIRMEAD LANDFILL	06/20/2024	06/2024	86.66	
revfund - WF Revolving Fund	46786	mis01 - MISSION UNIFORM SERVICE 3	06/20/2024	06/2024	143.46	
revfund - WF Revolving Fund	46787	mtha001 - Thao	06/20/2024	06/2024	1,064.67	
revfund - WF Revolving Fund	46788	nat0l - NATIONAL CREDIT REPORTING	06/20/2024	06/2024	44.75	
revfund - WF Revolving Fund	46789	off02 - ODP BUSINESS SOLUTIONS, LLC	06/20/2024	06/2024	733.22	
revfund - WF Revolving Fund	46790	pera4 - PERIMETER PEST CONTROL	06/20/2024	06/2024	125.00	
revfund - WF Revolving Fund	46791	pge01 - P. G. & E.	06/20/2024	06/2024	1,566.62	
revfund - WF Revolving Fund	46792	ric05 - RICOH USA, INC.	06/20/2024	06/2024	2,540.48	
revfund - WF Revolving Fund	46793	rot01 - ROTH STAFFING COMPANIES, L.P.	06/20/2024	06/2024	1,449.12	
revfund - WF Revolving Fund	46794	sie05 - SIERRA HR PARTNERS	06/20/2024	06/2024	504.90	
revfund - WF Revolving Fund	46795	van00 - VAN DE POL ENTERPRISES	06/20/2024	06/2024	770.49	
revfund - WF Revolving Fund	46796	yar00 - YARDI SYSTEMS, INC.	06/20/2024	06/2024	2,190.00	
revfund - WF Revolving Fund	46797	SEGA1 - FRANCISCO SEGOVIA	06/20/2024	06/2024	3,510.00	
revfund - WF Revolving Fund	46798	v00004845 - Silvia Tista Mendoza	06/20/2024	06/2024	721.50	
					370,388.03	



Housing Authority of the City of Madera

BOARD MEMORANDUM

TO: Board of Commissioners
Housing Authority of the City of Madera

BOARD MEETING: July 10, 2024

AGENDA ITEM: C-1

FROM: Blanca Mendoza-Navarro, Executive
Director

AUTHOR: Alex Estrada, Financial Services Manager

DATE: July 3, 2024

SUBJECT: Resolution #1296 of the Housing Authority of the City of Madera Regarding Acceptance of the Audited Financial Statements for the Fiscal Year ended September 30, 2023

EXECUTIVE SUMMARY:

The Housing Authority of the City of Madera's (HACM) Financial Statements for the Fiscal Year ending September 30, 2023, have been audited by an independent accounting firm and an Unmodified Opinion has been issued.

Audit Results

The Housing Authority received an unmodified opinion from the independent auditor. Per the auditor (page 1 of the Independent Auditors' Report):

"In our opinion, based on our audit and the report of the other auditors, the accompanying financial statements present fairly, in all material respects, the respective financial position of the business-type activities of the Authority as of September 30, 2023, and the changes in its financial position and, where applicable, cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America."

Copies of the most recent Audited Financial Statements and Single Audit Reports will be posted on the Housing Authority's website.

Smith Marion & Co. Inc. will present their audit results with the Board of Commissioners during this meeting.

FISCAL IMPACT:

The acceptance of these audited financial statements has no fiscal impact to the Housing Authority.





Housing Authority of the City of Madera

RECOMMENDATION:

Staff recommends that the Board of Commissioners adopt the attached Resolution accepting the Audited Financial Statements for Fiscal Year ended September 30, 2023.

ATTACHMENTS:

1. Resolution
2. Housing Authority of the City of Madera Financial Statements and Independent Auditors' Report for Fiscal Year ended September 30, 2023
3. Housing Authority of the City of Madera Auditors' Communication with Those Charged with Governance for Fiscal Year ended September 30, 2023
4. Housing Authority of the City of Madera Financial Data Schedules for Fiscal Year ended September 30, 2023



RESOLUTION NO. 1296

**RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF MADERA
APPROVING THE FISCAL YEAR 2023 FINANCIAL AUDIT.**

RECITALS

- A. **WHEREAS**, the Housing Authority of the City of Madera (the “Housing Authority”), is required to undertake an annual independent audit of its financial records;
- B. **WHEREAS**, the Housing Authority retained Smith Marion & Co., an independent accounting firm to audit its financial records for fiscal year ending September 30, 2023;
- C. **WHEREAS**, Smith Marion & Co., has completed its audit of the Housing Authority’s financial records for fiscal year ending September 30, 2023, and has issued an Unmodified Opinion with respect to such records;
- D. **WHEREAS**, copies of the Housing Authority’s 2023 Audited Financial Statements and Single Audit Reports will be posted on the Housing Authority’s website; and
- E. **WHEREAS**, the Executive Director, Finance Director, and Housing Authority Staff recommend that the Board of Commissioners adopt a resolution approving the Audited Financial Statement for Fiscal Year ending September 30, 2023.

**NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD OF
COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF MADERA
DOES HEREBY RESOLVE AS FOLLOWS:**

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Approval of the Audited Financial Statements for Fiscal Year ending September 30, 2023. After deliberation and full consideration, the Housing Authority’s Board of Commissioners herein approves the Audited Financial Statements prepared by Smith Marion & Company for Fiscal Year ending September 30, 2023.

Section 3. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED by the Board of Commissioners of the Housing Authority of the City of Madera this 10th day of July 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Chair Elsa Mejia

ATTEST:

Executive Director
Blanca Mendoza-Navarro

I, Giselle Flores, Executive Administrative Assistant to the Executive Director for the Housing Authority of the City of Madera herein attests or certifies, as a witness to a board meeting held on July 10, 2024, and swears or confirms, that the foregoing information in this resolution is true and correct and has not been altered or amended.

By: _____
Giselle Flores
Executive Administrative Assistant

Approved as to Legal Form:

Emilio J. Huerta, Legal Counsel

HOUSING AUTHORITY OF THE CITY OF MADERA

Financial Statements and Independent Auditors' Report

Year Ended September 30, 2023



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HOUSING AUTHORITY OF THE CITY OF MADERA

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HOUSING AUTHORITY OF THE CITY OF MADERA

List of Principal Officials

The following table lists the Board Members as of September 30, 2023:

Chairperson.....	Elsa Mejia
Vice-chairperson.....	Anita Evans
Commissioner.....	Santos Carcia
Commissioner.....	Cecelia Gallegos
Commissioner.....	Jose Rodriquez
Commissioner.....	Steve Montes
Commissioner.....	Artemio Villegas

In addition to the above Commissioners, the Administrator of the Housing Authority of the City of Madera was Renee Wright, who served as the Executive Director.

INDEPENDENT AUDITORS' REPORT

To the Governing Body of
Housing Authority of the City of Madera

REPORT ON THE AUDIT OF THE FINANCIAL STATEMENTS

OPINION

We have audited the financial statements of the business-type activities of the Housing Authority of the City of Madera (Authority), a component unit of the City of Madera, California, as of and for the year ended September 30, 2023, and the related notes to the financial statements, which collectively comprise the Authority's basic financial statements as listed in the table of contents.

In our opinion, based on our audit and the report of the other auditors, the accompanying financial statements present fairly, in all material respects, the respective financial position of the business-type activities of the Authority as of September 30, 2023, and the changes in its financial position and, where applicable, cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

BASIS FOR OPINION

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Authority and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

RESPONSIBILITIES OF MANAGEMENT FOR THE FINANCIAL STATEMENTS

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Authority's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.



AUDITOR'S RESPONSIBILITIES FOR THE AUDIT OF THE FINANCIAL STATEMENTS

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

(1) Exercise professional judgment and maintain professional skepticism throughout the audit; (2) Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements; (3) Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control. Accordingly, no such opinion is expressed; (4) Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements; (5) Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Authority's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control–related matters that we identified during the audit.

REQUIRED SUPPLEMENTARY INFORMATION

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis and pension schedules, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.



SUPPLEMENTARY INFORMATION

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Authority's financial statements.

The schedule of expenditures of federal awards, required by Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Costs Principles, and Audit Requirements for Federal Awards*, is presented for purposes of additional analysis and is not a required part of the financial statements.

In addition, the accompanying statement and certification of actual costs, required by the U.S. Department of Housing and Urban Development, is presented for the purpose of additional analysis and are not a required part of the basic financial statements.

That information is the responsibility of management and was derived from and relate directly to the underlying accounting and other records used to prepare the financial statements. That information has been subjected to the auditing procedures applied in the audit of the financial statements and certain other procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, that information is fairly stated in all material respects in relation to the financial statements as a whole.

OTHER REPORTING REQUIRED BY *GOVERNMENT AUDITING STANDARDS*

In accordance with *Government Auditing Standards*, we have also issued our report dated June 25, 2024, on our consideration of the Authority's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Authority's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Authority's internal control over financial reporting and compliance.

A handwritten signature in blue ink that reads "Smith Marinda G." is located below the text.

June 25, 2024

HOUSING AUTHORITY OF THE CITY OF MADERA

Management's Discussion and Analysis (Required Supplemental Information – Unaudited)

The Housing Authority of the City of Madera's (Authority, we, us, our) Management's Discussion and Analysis is designed to (a) assist the reader in focusing on significant financial issues, (b) provide an overview of our financial activity, (c) identify changes in our financial position and its resulting ability to address the next and subsequent year challenges, and (d) identify individual fund issues or concerns.

Since the Management's Discussion and Analysis (MD&A) is designed to focus on the current year's activities, resulting changes and currently known facts, please read it in conjunction with our financial statements.

FINANCIAL HIGHLIGHTS

Overall financial position decreased by approximately \$916K from the prior year.

Authority assets, at fiscal year-end, exceeded liabilities by approximately \$11.6M.

Year-end cash and cash equivalents totaled approximately \$10.4M.

Intergovernmental revenue of \$6.2M came from Housing and Urban Development (HUD). Operating grants totaled \$6M.

The Authority paid housing assistance payments \$5M for on behalf of individuals in the various Voucher Programs.

OVERVIEW OF THE FINANCIAL STATEMENTS

The annual financial report consists of two parts: Management's Discussion and Analysis and the basic financial statements. The Authority follows enterprise fund reporting; accordingly, the financial statements are presented using the economic resources measurement focus and the accrual basis of accounting. Enterprise fund statements offer short-term and long-term financial information about the activities and operations of the Authority. While detailed sub-fund information is not presented, separate accounts are maintained for each program of the Authority.

The financial statements include a statement of net position, statement of revenues, expenses and changes in net position, statement of cash flows and notes to the financial statements. The statement of net position provides a record or snapshot of the assets and liabilities at the close of the fiscal year. It presents the financial position of the Authority on a full accrual historical cost basis. The statement of revenues, expenses and changes in net position presents the results of the business activities over the course of the fiscal year. The statement of cash flows is related to the other financial statements by the way it links changes in assets and liabilities to the effects on cash and cash equivalents over the course of the fiscal year. The notes to the financial statements provide useful information regarding the Authority's significant accounting policies, significant account balances and activities, certain material risks, obligations, commitments, contingencies, and subsequent events.

Certain reclassifications of amounts previously reported have been made to the following tables to maintain consistency between periods presented. The reclassifications had no impact on previously reported net position.

HOUSING AUTHORITY OF THE CITY OF MADERA
Management's Discussion and Analysis (Required Supplemental Information – Unaudited)

FINANCIAL ANALYSIS OF THE AUTHORITY

Net Position

The following table reflects the Statement of Net Position compared to prior year.

	2023	2022	Change	
			Dollar	Percentage
Cash and equivalents	\$ 10,446,928	\$ 10,807,073	\$ (360,145)	(3.3%)
Other current assets	176,062	273,324	(97,262)	(35.6%)
Total current assets	10,622,990	11,080,397	(457,407)	(4.1%)
Net capital assets	5,362,699	5,777,230	(414,531)	(7.2%)
Other non-current assets	2,837,215	2,864,337	(27,122)	(0.9%)
Total non-current assets	8,199,914	8,641,567	(441,653)	(5.1%)
Total assets	18,822,904	19,721,964	(899,060)	(4.6%)
Deferred outflows of resources	1,216,908	1,408,283	(191,375)	(13.6%)
Total	\$ 20,039,812	\$ 21,130,247	\$ (1,090,435)	(5.2%)
Current liabilities	\$ 504,316	\$ 629,228	\$ (124,912)	(19.9%)
Non-current liabilities	7,443,494	7,318,177	125,317	1.7%
Total liabilities	7,947,810	7,947,405	405	0.0%
Deferred inflows of resources	429,127	603,664	(174,537)	(28.9%)
Net investment in capital assets	2,714,986	3,000,768	(285,782)	(9.5%)
Restricted net position	629,695	888,031	(258,336)	(29.1%)
Unrestricted net position	8,318,194	8,690,379	(372,185)	(4.3%)
Total net position	11,662,875	12,579,178	(916,303)	(7.3%)
Total	\$ 20,039,812	\$ 21,130,247	\$ (1,090,435)	(5.2%)

The following is an explanation of the changes between fiscal years as shown in the table above (numbers in thousands):

Total Assets decreased \$899 (-4.6%);
Deferred Outflows decreased \$191 (+13.6%);
Total Liabilities increased \$0 (+0%);
Deferred Inflows decreased \$175 (-28.9%); and
Total Net Position decreased \$916 (+7.3%).

A significant factor in current year changes seen above in assets and liabilities relate to the annual valuation of the net pension liability/asset and the related deferred outflows and inflows of resources for the Authority's respective proportions of the CalPERS cost sharing multiple employer defined benefit plan. These changes are beyond the control of management and are significantly influenced with changes in market conditions and changes in actuarial assumptions of CalPERS. In FY22, the Authority reported a liability for pension of \$4,032, whereas due to unfavorable market conditions during the valuation period, as well as changes in actuarial assumptions, the liability increased to \$4,142 in FY23, a negative change of \$110.

HOUSING AUTHORITY OF THE CITY OF MADERA

Management's Discussion and Analysis (Required Supplemental Information – Unaudited)

Revenues, Expenses, and Changes in Net Position

The following schedule compares the revenues and expenses for the current and previous fiscal year.

			Change	
	2023	2022	Dollar	Percentage
Net rental revenue	\$ 2,281,249	\$ 2,094,356	\$ 186,893	8.9%
Operating grants and subsidies	6,328,454	7,369,312	(1,040,858)	(14.1%)
Other operating revenues	35,830	151,763	(115,933)	(76.4%)
Total operating revenues	8,645,533	9,615,431	(969,898)	(10.1%)
Depreciation expense	(692,397)	(707,588)	15,191	(2.1%)
Housing assistance payments	(5,185,199)	(5,049,407)	(135,792)	2.7%
Other operating expenses	(3,909,126)	(3,254,722)	(654,404)	20.1%
Total operating expenses	(9,786,722)	(9,011,717)	(775,005)	8.6%
Operating Income (Loss)	(1,141,189)	603,714	(1,744,903)	>100%
Investment income	146,527	153,796	(7,269)	(4.7%)
Interest expense	(119,467)	(122,479)	3,012	(2.5%)
Other non-operating items	-	-	-	0.0%
Income (Loss) Before Contributions and other Items	(1,114,129)	635,031	(1,749,160)	>100%
Special items	-	-	-	0.0%
Net operating transfers	-	-	-	0.0%
Capital contributions	197,826	334,344	(136,518)	(40.8%)
Change in Net Position	\$ (916,303)	\$ 969,375	\$ (1,885,678)	>100%

The decrease in net position for this fiscal year is \$(916,303) compared to an increase of \$969,375. This decrease can be attributed to the \$(1,318,595) decrease in operating grants in FY 23 vs FYE 22.

HOUSING AUTHORITY OF THE CITY OF MADERA

Management's Discussion and Analysis (Required Supplemental Information – Unaudited)

CAPITAL ASSETS

As of year-end, we had \$5,362,699 invested in a variety of capital assets as reflected in the following schedule, which represents a net decrease (additions, deductions and depreciation) of \$414,531 from the end of last year.

	2023	2022	Change	
			Dollar	Percentage
Land	\$ 675,827	\$ 675,827	\$ -	0%
Construction in progress	-	-	-	0%
Buildings and improvements	31,003,740	30,789,400	214,340	1%
Equipment and furnishings	946,906	883,380	63,526	7%
Accumulated depreciation	(27,263,774)	(26,571,377)	(692,397)	3%
Net Capital Assets	\$ 5,362,699	\$ 5,777,230	\$ (414,531)	(7%)

The change in Capital Assets is presented in detail in the Notes to Financial Statements.

DEBT ADMINISTRATION

The Authority had the following amounts of debt outstanding:

	2023	2022	Change	
			Dollar	Percentage
Total Debt	\$ 2,647,713	\$ 2,776,462	\$ (128,749)	(5%)

ECONOMIC FACTORS

Significant economic factors affecting us are as follows:

Federal funding by the Department of Housing and Urban Development.

Local labor supply and demand, which can affect salary and wage rates.

Local inflation, recession, and employment trends, which can affect resident incomes and therefore the amount of rental income.

FINANCIAL CONTACT

The individual to be contacted regarding this report is Alex Estrada, Financial Services Manager for the Housing Authority of the City of Madera, at 205 North G Street, Madera, CA 93637.

HOUSING AUTHORITY OF THE CITY OF MADERAStatement of Net Position
September 30, 2023**Assets and Deferred Outflows of Resources**

Operating cash	\$ 8,808,810
Restricted cash	<u>1,638,118</u>
Total cash and equivalents	10,446,928
Net accounts receivable	21,390
Notes receivable, current portion	41,368
Prepaid expenses and other current assets	<u>113,304</u>
Total current assets	<u>10,622,990</u>
Capital assets, at cost	
Land	675,827
Buildings and improvements	31,003,740
Equipment and furnishings	<u>946,906</u>
Total acquisition costs	32,626,473
Less: accumulated depreciation	<u>(27,263,774)</u>
Net capital assets	5,362,699
Notes receivable, net of current	<u>2,837,215</u>
Total non-current assets	<u>8,199,914</u>
Total assets	<u>18,822,904</u>
Deferred outflows related to pension	<u>1,216,908</u>
Total deferred outflows of resources	<u>1,216,908</u>
Total Assets and Deferred Outflows of Resources	<u>\$ 20,039,812</u>

See accompanying notes.

HOUSING AUTHORITY OF THE CITY OF MADERAStatement of Net Position
September 30, 2023**Liabilities, Deferred Inflows of Resources, and Net Position**

Accounts payable	\$ 21,158
Unearned revenues	49,690
Deposits held in trust, contra	218,133
Accrued wages payable	21,462
Accrued vacations payable, current portion	53,451
Debt, current portion	140,422
Total current liabilities	<u>504,316</u>
Accrued vacations payable, net of current	53,451
Net pension liability	4,142,152
Debt, net of current	2,507,291
Other long-term liabilities	740,600
Total non-current liabilities	<u>7,443,494</u>
Total liabilities	<u>7,947,810</u>
Deferred inflows related to pension	429,127
Total deferred inflows of resources	<u>429,127</u>
Net investment in capital assets	2,714,986
Restricted net position	629,695
Unrestricted net position	8,318,194
Total net position	<u>11,662,875</u>
Total Liabilities, Deferred Inflows of Resources, and Net Position	<u>\$ 20,039,812</u>

See accompanying notes.

HOUSING AUTHORITY OF THE CITY OF MADERA
Statement of Revenues, Expenses, and Changes in Fund Net Position
Year Ended September 30, 2023

Tenant rental revenue, net of collection losses	\$ 2,281,249
Operating grants and subsidies	6,328,454
Other revenue	35,830
Total operating revenues	<u>8,645,533</u>
Administrative	1,887,711
Tenant services	340,076
Utilities	444,683
Ordinary maintenance and operations	956,278
Protective services	66,459
Insurance premiums	190,442
Other general expenses	23,477
Housing Assistance Payments	5,185,199
Depreciation	692,397
Total operating expenses	<u>9,786,722</u>
Operating income (loss)	(1,141,189)
Investment income	146,527
Interest expense	(119,467)
Total non-operating revenues (expenses)	<u>27,060</u>
Income (loss) before contributions and other items	(1,114,129)
Capital contributions	197,826
Change in Net Position	<u>\$ (916,303)</u>
Net position, beginning of year	\$ 12,579,178
Change in net position	(916,303)
Net Position, End of year	<u>\$ 11,662,875</u>

See accompanying notes.

HOUSING AUTHORITY OF THE CITY OF MADERAStatement of Cash Flows
Year Ended September 30, 2023

Cash receipts from tenants	\$ 2,275,208
Cash receipts from grants	6,349,338
Cash payments for Housing Assistance Payments	(5,185,199)
Cash payments to suppliers for goods and services	(2,596,309)
Cash payments for wages and benefits	(1,796,253)
Other cash payments and receipts	55,280
Net cash from operating activities	<u>(897,935)</u>
Acquisition and construction of capital assets	414,531
Capital contributions received	197,826
Payments of interest	(119,467)
Principal payments on debt	(128,749)
Net cash from capital and related financing activities	<u>364,141</u>
Receipts of principal on notes receivable	27,122
Receipts of interest on cash deposits	146,527
Net cash from investing activities	<u>173,649</u>
Net change in cash and equivalents	(360,145)
Cash at beginning of period	10,807,073
Cash at End of Period	<u>\$ 10,446,928</u>
<i>Reconciliation of cash to the statement of net position:</i>	
Cash and equivalents - operating	\$ 8,808,810
Restricted cash and equivalents	1,638,118
Total Cash and Equivalents	<u>\$ 10,446,928</u>

See accompanying notes.

HOUSING AUTHORITY OF THE CITY OF MADERAStatement of Cash Flows
Year Ended September 30, 2023

Reconciliation of operating income (loss) to net cash

from operating activities:

Operating income (loss) \$ (1,141,189)

Adjustments to reconcile operating income (loss) to
net cash from operating activities:

Pension and other post-employment benefits 127,265

Changes in operating assets and liabilities:

Accounts receivable 45,461

Prepaid expenses and other assets 1,224

Accounts payable (55,157)

Accrued wages and benefits (21,936)

Deposits held in trust, contra 13,796

Unearned revenues (24,964)

Other liabilities 157,565**Net Cash from Operating Activities** **\$ (897,935)***See accompanying notes.*

NOTE 01 - NATURE OF BUSINESS AND ORGANIZATION

The Housing Authority of the City of Madera (Authority, we, us, our) was incorporated in 1968 California State Health and Safety Code, Section 34200. The Authority was established to provide clean, decent, safe, sanitary, and affordable housing to low-income families. The area of jurisdiction of the Authority is the entire City of Madera. Permanent operational offices are maintained in the City of Madera.

Commissioners of the Authority are comprised of the Madera City Council and Mayor. The Board consists of seven commissioners.

Under the United States Housing Act of 1937, as amended, the U.S. Department of Housing and Urban Development (HUD) has direct responsibility for administering low-income housing programs in the United States. Accordingly, HUD has contracted with us to administer certain HUD funds.

Our primary operations are comprised of the Housing Choice Voucher Program as well as the Low Rent Housing Program.

The Housing Choice Voucher Program is designed to aid very low-income families in obtaining decent, safe, and sanitary rental housing. We administer contracts with independent landlords that own property and rent that property to families that have applied for housing assistance. We subsidize the family's rent through a Housing Assistance Payment made to the landlord. The program is administered under an Annual Contributions Contract (ACC) with HUD. HUD provides Annual Contributions Funding to enable us to structure a lease that sets the participants' rent at 30% of household income.

The Low Rent Housing Program is designed to provide very low-income families in obtaining decent, safe, and sanitary rental housing. operates The Low Rent Housing Program operates the Authority's own rental housing units subsidized by HUD through an Annual Contributions Contract (ACC). Funding is provided by tenant rent payments and subsidies provided by HUD based upon a formula that takes into consideration factors such as: prior formula funding, population of the area, number of dwelling units, bedroom sizes, building height and building age, utility costs, and rental income.

The Low Rent Housing Program is supplemented by the Capital Fund Program. The purpose of this program is to utilize funds granted by HUD for remodeling and upgrading the facilities in the Low Rent Housing Program, as well as to support overall operations. These grant funds are authorized by HUD each year but can be spent over the course of several years.

Reporting Entity

As described in GASB Statement No. 34, paragraph 134, the Authority is considered a primary government and meets the definition of a special purpose government (SPG). The Authority is a legally separate entity that is engaged in only business-type activities. Business-type activities are defined as activities that are financed in whole or in part by fees charged to external parties for goods or services. SPGs engaged only in business-type activities are required to present only the financial statements required for proprietary funds, which includes Management's Discussion and Analysis (MD&A), basic financial statements, and Required Supplemental Information (RSI). All inter-program activities have been eliminated in these financial statements.

We are a component unit of the City of Madera, California (City). Although the Authority is a legally separate SPG, it does not have a separately elected governing body from that of the City and is not fiscally independent of other state and local governments. Fiscally independent means that the Authority may, without the approval or consent of another governmental entity, determine or modify its own budget, control collection and disbursements of funds, maintain responsibility for funding deficits and operating deficiencies, and issue bonded debt.

Management applied the criteria of GASB Statement No. 14, *The Financial Reporting Entity*, Statement No. 39, *Determining Whether Certain Organizations are Component Units – an Amendment of GASB Statement No. 14*, Statement No. 61, *The Financial Reporting Entity: Omnibus – an Amendment of GASB Statements No. 14 and No. 34*, and GASB Statement No. 80, *Blending Requirements for Certain Component Units – an Amendment of GASB Statement No. 14* to determine whether the component units should be reported as blended or discretely presented component units. The criteria included whether the Authority appoints the voting majority of the governing board, there is a financial benefit/burden relationship, the Authority is able to impose its will, the component unit is fiscally dependent on the Authority, the component unit's governing body is substantially the same as the Authority, and management of the Authority have operational responsibility for the activities of the component unit. These criteria were used to determine that the Authority has no component units.

NOTE 02 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Accrual Basis of Accounting

The financial statements are presented using the accrual basis of accounting with an economic resources measurement focus. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred. As permitted by accounting principles generally accepted in the United States of America (GAAP), the Authority has elected to apply all relevant Government Accounting Standards Board (GASB) pronouncements.

The Authority distinguishes operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from grant agreements, providing services, and producing and delivering goods in connection with the ongoing principal operations. The principal operating revenues of the Authority include program specific grants, rental income from tenants of the various housing projects. Operating expenses include the cost of services, administrative expenses, and depreciation on capital assets. Revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

Estimates

The preparation of financial statements in conformity with generally accepted accounting principles as applied to governmental units require management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Cash and Investments

For the purpose of the statement of cash flows, cash and cash equivalents consist of cash on hand, demand deposits at financial institutions, investments in Money Market funds, and Certificates of Deposit.

Restricted Cash

Restricted cash consists of cash and investments that are held in trust, reserves, and escrows, as well as other cash and investments that are restricted for specific purposes.

Accounts Receivable from Tenants

Accounts receivable consists of all amounts earned at year end and not yet received. Allowances for uncollectible accounts are based upon historical trends and periodic aging of accounts receivable. In accordance with Governmental Accounting Standards Board Statement No. 34, revenues in proprietary funds should be reported as net of all related allowances, which include amounts pertaining to uncollectible accounts. Therefore, the increase and decrease in the estimate of uncollectible accounts should be reported net of revenue instead of bad debt expense. The Authority's bad debt expense charged against revenue was \$- for the year ended September 30, 2023.

Accounts Receivable from HUD and Other Governments

The amounts reported as accounts receivable from HUD or due from other governments represent reimbursable costs or grant subsidies earned that have not been received as of year-end; these amounts are considered fully collectible.

Capital Assets

Capital assets purchased or acquired with an original cost of \$2,000 or more are reported at historical cost or estimated historical cost. Contributed assets are reported at fair market value as of the date received. Additions, improvements, and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred. Depreciation of exhaustible capital assets is charged as an expense against operations utilizing the straight-line method. Accumulated depreciation is reported on the statement of net position. The estimated useful lives for each major class of depreciable fixed assets are as follows:

Buildings and improvements	15 - 40 years
Equipment	5 - 10 years

Impairment of Capital Assets

The Authority reviews its capital assets for impairment whenever events or changes in circumstances indicate that there has been a decline in service utility that is large in magnitude and outside of the normal life cycle of the capital asset being evaluated. As of September 30, 2023, there has been no impairment of the capital assets.

Tenant Security Deposits

Security deposits consist of amounts held in trust with the Authority for tenants to secure apartment leases.

Compensated Absences

Compensated absences are absences for which employees will be paid, e.g., sick leave, vacation, and other approved leave. In accordance with GASB Statement No.16, *Accounting for Compensated Absences*, we accrue the liability for those absences for which the employee has earned the rights to the benefits. Accrued amounts are based on the current salary rates. Full-time, permanent employees are granted vacation and sick leave benefits in varying amounts to specified maximums depending on tenure with the Authority.

Unearned Revenue

Unearned revenues consist of rental payments made by tenants in advance of their due date, and/or rental subsidies received in advance of the period earned.

Deferred Outflows of Resources

Deferred outflows of resources represent a consumption of net position that applies to a future period(s) and thus, will not be recognized as an outflow of resources (expense/expenditure) until then. The deferred outflows of resources related to the net pension liability resulted from Authority contributions to the employee pension plan subsequent to the measurement date of the actuarial valuation for the pension plan, the difference between actual and expected, the effect of changes in actuarial assumptions, and the effect of the Authority's change in proportion. The deferred outflows related to the net pension liability will be deferred and amortized as detailed in Note 8 to the financial statements.

Deferred Inflows of Resources

Deferred inflows of resources represent an acquisition of net position that applies to a future period(s) and thus, will not be recognized as an inflow of resources (revenue) until then. The deferred inflow of resources related to the net pension liability results from and the difference between actual and expected experience and difference between projected and actual earnings on pension plan investments, the effect of changes in actuarial assumptions, the change in the Authority's proportionate share of pension contributions and the effect of the change in the Authority's proportion. These amounts are deferred and amortized as detailed in Note 8 to the financial statements.

Leasing Activities

We are the lessor of dwelling units to eligible residents. The rents under the leases are determined generally by the residents' income as adjusted for eligible deductions regulated by HUD, although the residents may opt for a flat rent. Leases may be cancelled at any time or renewed annually. We may cancel the leases only for a cause. Revenues associated with these leases are reported in the accompanying financial statements and related schedules within dwelling rent revenue.

Family Self Sufficiency Escrow Deposits

The Authority under the Section 8 Housing Choice Voucher and Public and Indian Housing programs is administering a Family Self-Sufficiency (FSS) program. An interest-bearing FSS escrow account is established by the Authority for each participating family. An escrow credit, based on increases in earned income of the family, is credited to this account by the Authority during the term of the FSS contract. The Authority may make a portion of this escrow account available to the family during the term of the contract to enable the family to complete an interim goal such as education.

Pension Plan

For purposes of measuring the net pension liability and deferred outflows/inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Authority's California Public Employees' Retirement System (CalPERS) plan (the Plan) and additions to/deductions from the Plan's fiduciary net position have been determined on the same basis as they are reported by CalPERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Pension plan investments are reported at fair value.

Internal Activity and Balances

All transfers, intercompany charges and other interfund activity balances have been eliminated from the basic financial statements in accordance with GASB pronouncements.

Income Taxes

We are not subject to federal or state income taxes.

Investment Policy

Our investment policy, HUD and the California Government Code do not address legal or policy requirements that would limit the exposure to custodial credit risk for deposits or investments, other than the following provision for deposits: The California Government Code requires that a financial institution secure deposits made by state or local government units by pledging securities in an undivided collateral pool held by a depository regulated under state law. The market value of the pledged securities in the collateral pool must equal at least 110% of the total amount deposited by the public agencies. California law also allows financial institutions to secure such deposits by pledging first trust deed mortgage notes having a value of 150% of the secured public deposits.

Fair Value Measurements

Generally accepted accounting principles establishes a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. This hierarchy consists of three broad levels: Level 1 inputs consist of quoted prices (unadjusted) for identical assets and liabilities in active markets that a government can access at the measurement date, Level 2 inputs consist of inputs other than quoted prices that are observable for an asset or liability, either directly or indirectly, and Level 3 inputs that have the lowest priority and consist of unobservable inputs for an asset or liability. The Authority has no assets or liabilities measured at fair value.

Authorized Investments

Investments of the Authority are limited to investment types prescribed by HUD in PIH Notice 1996-33 or as amended by future HUD notices.

Additionally, the Authority limits investment types to those that are authorized in accordance with Section 53601 of the California Government Code.

Investment in State Investment Pool

We are a voluntary participant in the Local Agency Investment Fund (LAIF), which is part of the Pooled Money Investment Account that is regulated by the California Government Code under the oversight of the State Treasurer, Director of Finance, and State Controller. We may invest up to \$65 million in the LAIF fund. Investments in LAIF are highly liquid, as deposits can be converted to cash within 24 hours without loss of interest. The balance available for withdrawal is based on the accounting records maintained by LAIF, which are recorded on an amortized cost basis.

All investments with LAIF are secured by the full faith and credit of the State of California. The State Treasurer's Office audits the fund annually. The fair value of the position in the investment pool is the same as the value of the pool shares. Separate LAIF financial statements are available from the California State Treasurer's Office on the Internet at www.treasurer.ca.gov.

Our investment in this pool is reported in the accompanying financial statements at cost which approximates fair value at amounts based upon the Authority's pro-rata share of the fair value provided by LAIF for the entire LAIF portfolio (in relation to the amortized cost of that portfolio). Included in LAIF's investment portfolio are certain derivative securities or similar products in the form of structured notes and asset-backed securities. LAIF's exposure to risk (credit, market or legal) is not currently available.

Net Position

In the statement of net position, equity is classified as net position and displayed in three components: (1) Net investment in capital assets consists of capital assets, net of accumulated depreciation and reduced by the outstanding balance of any notes or other borrowings attributable to those capital assets. (2) Restricted net position consists of assets with constraints placed on the use either by external groups, such as grantors or laws and regulations of other governments, or law through constitutional provisions or enabling legislation. (3) Unrestricted net position – All other assets that do not meet the definition of “restricted” or “net investment in capital assets”.

When both restricted and unrestricted net positions are available for use, generally it is our policy to use restricted resources first.

Subsequent Events

We have evaluated subsequent events through June 25, 2024, the date the consolidated financial statements were available to be issued.

New Accounting Pronouncements

We have conducted a comprehensive analysis of our accounting practices in light of the recently issued GASB Statement No. 96, "SBITA." The objective of this Statement is to enhance the transparency and comparability of financial reporting for leases by providing guidance for governments.

Upon careful review, we have determined that the adoption of GASB 96 has not had a material impact on our financial statements for the fiscal year ended September 30, 2023. Our assessment reveals that the requirements outlined in GASB 96 do not necessitate any adjustments to our financial reporting related to leases. As a result, there were no changes required to our financial statements, and our existing accounting practices remain consistent with the provisions of GASB 96.

NOTE 03 - RESTRICTED CASH

The following schedule presents the breakdown of restricted cash as of yearend:

Emergency Housing Voucher advance funding	\$ 49,690
Cash in the Family Self Sufficiency (FSS) escrow account	205,312
Pomona Ranch Migrant Center fiduciary cash held	535,288
Tenant security deposits	<u>218,133</u>
Restricted cash with offsetting liabilities	<u>1,008,423</u>
Cash in the forfeited Family Self Sufficiency (FSS) escrow account	22,788
Cash balances associated with the HCV HAP equity	605,759
Cash balances associated with the EHV HAP equity	<u>1,148</u>
Restricted cash reflected in restricted net position	<u>629,695</u>
Total Restricted Cash and Equivalents	<u>\$ 1,638,118</u>

HOUSING AUTHORITY OF THE CITY OF MADERA

Notes to Financial Statements

NOTE 04 - ACCOUNTS RECEIVABLE

Accounts receivable as of yearend were comprised of the following:

Receivables from HUD	\$ 13,614
Tenant receivables	<u>7,776</u>
Net Accounts Receivable	<u>\$ 21,390</u>

NOTE 05 - NOTES RECEIVABLE

Notes receivable were comprised of the following as of yearend:

	Principal	Interest Receivable
In May 2008, the Authority entered into a promissory note with MORES Yosemite Manor, L.P., in the amount of \$2,506,201. The note is secured by the first deed of trust, bears interest at 4.21% per annum, and is payable from residual receipts as outlined in the loan agreement until maturity on December 2063.*	\$ 2,506,201	\$ 1,498,479
In May 2008, the Authority entered into a promissory note with Madera Opportunities for Resident Enrichment Services Inc., in the amount of \$440,872. The note is secured by the first and second deed of trust, bears interest at 4.21% per annum, and is payable from residual receipts as outlined in the loan agreement.	<u>372,382</u>	<u>-</u>
Total	2,878,583	1,498,479
Allowance for uncollectible amounts	<u>-</u>	<u>(1,498,479)</u>
Net	<u>\$ 2,878,583</u>	<u>\$ -</u>

* Note is considered impaired, it is probable that all amounts of principal and/or interest due will not be collected according to the terms of the note agreement. Therefore an allowance has been deemed necessary.

HOUSING AUTHORITY OF THE CITY OF MADERA

Notes to Financial Statements

NOTE 06 - CAPITAL ASSETS

A summary of the land, structures and equipment for the year is as follows:

	9/30/22	Additions	Deletions	9/30/23
Non-Depreciable				
Land	\$ 675,827	\$ -	\$ -	\$ 675,827
	<u>675,827</u>	<u>-</u>	<u>-</u>	<u>675,827</u>
Depreciable				
Buildings and improvements	30,789,400	214,340	-	31,003,740
Equipment and furnishings	883,380	63,526	-	946,906
	<u>31,672,780</u>	<u>277,866</u>	<u>-</u>	<u>31,950,646</u>
Total acquisition costs	32,348,607	277,866	-	32,626,473
Accumulated depreciation	<u>(26,571,377)</u>	<u>(692,397)</u>	<u>-</u>	<u>(27,263,774)</u>
Net Capital Assets	<u>\$ 5,777,230</u>	<u>\$ (414,531)</u>	<u>\$ -</u>	<u>\$ 5,362,699</u>

All land and buildings of the Public Housing Program are encumbered by a Declaration of Trust in favor of the United States of America Department of Housing and Urban Development, as security for obligations guaranteed by the federal government and to protect other interests of the federal government.

NOTE 07 - LONG-TERM LIABILITIES

Changes in long-term liabilities are summarized below:

	09/30/22	Additions	Reductions	09/30/23
FSS escrow deposits, contra	\$ 193,017	\$ 12,295	\$ -	\$ 205,312
Miscellaneous	<u>387,375</u>	<u>147,913</u>	<u>-</u>	<u>535,288</u>
Other Long-Term Liabilities	<u>\$ 580,392</u>	<u>\$ 160,208</u>	<u>\$ -</u>	<u>\$ 740,600</u>
Direct borrowings	\$ 2,640,476	\$ -	\$ (133,185)	\$ 2,507,291
Net pension obligation	\$ 4,031,725	\$ 110,427	\$ -	\$ 4,142,152
Compensated absences	\$ 65,584	\$ -	\$ (12,133)	\$ 53,451

HOUSING AUTHORITY OF THE CITY OF MADERA

Notes to Financial Statements

Notes from Direct Borrowings:

Notes from direct borrowings were comprised of the following as of yearend:

	Principal	Interest Payable
In June 2004, we entered into multiple note agreements with US Department of Agriculture Rural Development. The face amount of these notes totalled \$512,372 and mature at various dates from February 2029 to May 2035. The notes carry an interest rate of 1.00% and call for total monthly payments of principal and interest of \$1,653. The notes are secured by three property parcels.	\$ 189,734	\$ -
In January 2018, we entered into a note agreement with Citizens Business Bank. The face amount of the note was \$3,054,352 and matures January 2028. The note carries an interest rate of 4.75% and calls for monthly payments of principal and interest of \$19,852. The note is secured by three property parcels.	2,457,979	-
Total	\$ 2,647,713	\$ -

Anticipated payments of principal and interest due in future years are as follows for the years ending June 30:

	Principal	Interest	Total
2024	\$ 140,422	\$ 115,510	\$ 255,932
2025	162,494	109,292	271,786
2026	155,282	102,777	258,059
2027	162,106	95,955	258,061
2028	1,925,814	31,136	1,956,950
2029-2033	80,054	2,963	83,017
2034-2038	21,541	155	21,696
Total	\$ 2,647,713	\$ 457,788	\$ 3,105,501

NOTE 08 - PENSION PLAN

The Authority participates in a cost sharing multiple-employer defined benefit plan through the California Public Employees' Retirement System (CalPERS) which covers substantially all regular full-time employees of the Authority. CalPERS acts as a common investment and administrative agent for participating public entities with the state of California and reports information to the Authority in accordance with reporting standards established by the Governmental Accounting Standards Board (GASB).

As of September 30, 2023, the Authority's proportionate share of the net pension liability, pension expense and deferred inflows of resources and deferred outflows of resources for the above plan is as follows:

	Net Pension Liability	Deferred Outflows of Resources	Deferred Inflows of Resources	Pension Expense (Credit)
CalPERS	<u>\$ 4,142,152</u>	<u>\$ 1,216,908</u>	<u>\$ 429,127</u>	<u>\$ (742,558)</u>

Comprehensive Plan Information

Information regarding the following items for the plan is publicly available in a separate comprehensive annual financial report. A copy of the CalPERS annual financial report may be online at [https:// www.calpers.ca.gov/](https://www.calpers.ca.gov/).

- Plan description and benefits provided;
- Contribution rates;
- Actuarial methods and assumptions; and
- Plan asset target allocations and expected returns.

Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

At September 30, 2023, the Authority reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected & actual experience	\$ 211,604	\$ 32,825
Effect of changes in assumptions	250,079	-
Differences between projected and actual investment earnings	670,652	-
Effect of changes in proportions	-	362,539
Differences between proportionate share and actual contributions	62,910	33,763
Contributions subsequent to measurement date	21,663	-
	<u>\$ 1,216,908</u>	<u>\$ 429,127</u>

The deferred outflow of resources related to pensions resulting from Authority contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability next year.

HOUSING AUTHORITY OF THE CITY OF MADERA

Notes to Financial Statements

The deferred inflows of resources and outflows of resources will be recognized in pension expense as follows:

2024	\$ 176,382
2025	82,958
2026	487,534
2027	19,244
2028	-
Thereafter	-
	<u>\$ 766,118</u>

Changes of Assumptions

The following presents the Authority's proportionate share of the net pension liability calculated using the current discount rate as well as what the net pension liability would be if it were calculated using a discount rate that is one percent lower or higher than the current rate:

	1% Decrease 5.90%	Current Rate 6.90%	1% Increase 7.90%
CalPERS	\$ 5,731,063	\$ 4,142,152	\$ 2,834,342

NOTE 09 - NET POSITION

Net investment in capital assets was comprised of the following as of yearend:

Land	\$ 675,827
Buildings and improvements	31,003,740
Equipment and furnishings	946,906
Less:	
Accumulated depreciation	(27,263,774)
Short-term capital debt obligations	(140,422)
Long-term capital debt obligations	<u>(2,507,291)</u>
Net Investment in Capital Assets	<u>\$ 2,714,986</u>

Restricted net position was comprised of the following as of yearend:

Restricted cash and equivalents	\$ 1,638,118
Less:	
Tenant security deposit, contra	(218,133)
Family Self-Sufficiency escrow deposits, contra	(205,312)
Fiduciary cash held, contra	(535,288)
Emergency Housing Voucher advance funding	<u>(49,690)</u>
Restricted Net Position	<u>\$ 629,695</u>

NOTE 10 - COMMITMENTS AND CONTINGENCIES

Government Examinations

We have received funds from Federal grant programs. It is possible that at some future date, it may be determined that we were not in compliance with applicable grant requirements. The amount, if any, of expenditures which may be disallowed by the granting agencies cannot be determined at this time, although we do not expect such disallowed amounts, if any, to materially affect the financial statements.

Construction Contracts

During the normal course of business, the Authority is engaged in various construction contracts for rehabilitation and modernization of various properties owned by the Authority.

NOTE 11 - BUSINESS RISK AND CONCENTRATIONS**Risk Management**

We are exposed to all common perils associated with the ownership and rental of real estate properties. A risk management program has been established to minimize loss occurrence and to transfer risk through various levels of insurance. Property, casualty, employee dishonesty and public official's liability forms are used to cover the respective perils. Insurance for these perils are underwritten by a housing authority insurance pool: Housing Authority Risk Retention Pool (HARRP).

HARRP is an unincorporated association organized under the intergovernmental cooperation laws of the States of Washington, Oregon, California, and Nevada, to manage the self-insurance program of housing authorities and community development cooperatives.

Also, commercial carriers insure all other common perils such as business, auto, flood (where applicable), and other miscellaneous policies.

Concentration – Major Contributor

For the year ended September 30, 2023, approximately 97% of operating revenues reflected in the financial statements are from HUD. The Authority operates in a heavily regulated environment. The operations of the Authority are subject to the administrative directives, rules, and regulations of federal, state and local regulatory agencies, including, but not limited to HUD. Such administrative directives, rules and regulations are subject to change by an act of Congress, or an administrative change mandated by HUD. Such changes may occur with little notice or inadequate funding to pay for the related costs and the additional administrative burden to comply with the changes.

Interest Rate Risk

Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment. Our policy is to manage this exposure to declines in fair values by limiting the weighted average maturity of its investments portfolio.

Credit Risk

Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. It is our policy to follow the HUD regulations by only having direct investments and investments through mutual funds to direct obligations, guaranteed obligations, or obligations of the agencies of the United States of America.

Custodial Credit Risk

Custodial credit risk is the risk that in the event of a bank failure, our deposits may not be returned. Our policy for custodial credit risk requires collateral to be held in our name by its agent or by the bank's trust department.

HOUSING AUTHORITY OF THE CITY OF MADERA
Pension Schedules (Required Supplemental Information – Unaudited)

SCHEDULE OF THE PENSION PLAN'S PROPORTIONATE SHARE OF THE NET PENSION LIABILITY (ASSET) AND RELATED RATIOS

Plan Measurement Date under GASB 68 as of June 30	Proportion of Pension Liability	Proportionate Share of Net Pension Liability (Asset)	Covered Employee Payroll	Proportionate Share of the Net Pension Liability as a Percentage of Covered- Employee Payroll	Plan Fiduciary Net Position as a Percentage of the Total Pension Liability
2015	0.031300%	\$ 1,966,014	\$ 1,108,052	133.57%	82.22%
2016	0.088100%	\$ 2,416,697	\$ 982,585	166.85%	78.44%
2017	0.082800%	\$ 2,875,227	\$ 1,043,730	199.38%	78.19%
2018	0.082100%	\$ 3,235,424	\$ 1,140,725	181.43%	80.34%
2019	0.084400%	\$ 3,179,336	\$ 1,270,009	216.99%	79.09%
2020	0.084600%	\$ 3,389,295	\$ 1,280,623	198.19%	77.36%
2021	0.132600%	\$ 2,517,018	\$ 1,191,513	108.71%	88.44%
2022	0.086162%	\$ 4,031,725	\$ 941,461	428%	74.82%
2023	0.082836%	\$ 4,142,152	\$ 1,004,364	412%	64.74%

SCHEDULE OF THE PENSION PLAN'S CONTRIBUTIONS

Plan Measurement Date under GASB 68 as of June 30	Actuarially Determined Contribution	Contributions in Relation to Actuarially Determined Contribution	Contribution Deficiency (excess)	Covered- Employee Payroll	Contribution as a Percentage Covered- Employees Payroll
	[A]	[B]	[C]=[A]-[B]		
2014	\$ 239,779	\$ 239,779	\$ -	\$ 1,108,052	14.94%
2015	\$ 203,184	\$ 203,184	\$ -	\$ 982,585	19.62%
2016	\$ 257,128	\$ 257,128	\$ -	\$ 1,043,730	26.94%
2017	\$ 238,140	\$ 238,140	\$ -	\$ 1,140,725	11.15%
2018	\$ 268,409	\$ 268,409	\$ -	\$ 1,270,009	10.72%
2019	\$ 302,136	\$ 302,136	\$ -	\$ 1,280,623	20.93%
2020	\$ 336,461	\$ 336,461	\$ -	\$ 1,191,513	24.18%
2021	\$ 331,109	\$ 331,109	\$ -	\$ 941,461	35.17%
2022	\$ 317,973	\$ 317,973	\$ -	\$ 1,004,364	31.66%

NOTES TO PENSION SCHEDULES:

In November 2021, the CalPERS Board of Administration adopted new investment portfolios as well as several changes to actuarial assumptions. For PERF C, these changes were implemented in the June 30, 2021, actuarial valuations for funding purposes. Included in these changes were assumptions for inflation, the discount rate, and administrative expenses, as well as demographic assumptions including changes to mortality rates. The inflation assumption was reduced from 2.50 percent to 2.30 percent, the administrative expense assumption was reduced from 0.15 percent to 0.10 percent, and the discount rate was reduced from 7.00 percent to 6.80 percent. As a result, for financial reporting purposes, the discount rate for the PERF C was lowered from 7.15 percent to 6.90 percent in Fiscal Year 2021-22.

HOUSING AUTHORITY OF THE CITY OF MADERA
Pension Schedules (Required Supplemental Information – Unaudited)

In Fiscal Year 2020-21, no changes were made to the actuarial assumptions in relation to financial reporting.

The CalPERS Board of Administration adopted a new amortization policy effective with the June 30, 2019, actuarial valuation. The policy shortens the period over which actuarial gains and losses are amortized from 30 years to 20 years with the payments computed as a level dollar amount.

In addition, the policy does not utilize a five-year ramp-up and ramp-down on UAL bases attributable to assumption changes, investment gains/losses, and non-investment gains/losses. These changes will apply only to new UAL bases established on or after June 30, 2019. In Fiscal Year 2019-20, no changes have occurred to the actuarial assumptions in relation to financial reporting.

In Fiscal Year 2018-19, CalPERS implemented a new actuarial valuation software system for the June 30, 2018, valuation. This new system has refined and improved calculation methodology.

In December 2017, the Board adopted new mortality assumptions for plans participating in the PERF. The new mortality table was developed from the December 2017, experience study and includes 15 years of projected ongoing mortality improvement using 90 percent of scale MP 2016, published by the Society of Actuaries. The inflation assumption was reduced from 2.75 percent to 2.50 percent. The assumptions for individual salary increases and overall payroll growth were reduced from 3.00 percent to 2.75 percent. These changes will be implemented in two steps commencing in the June 30, 2017, funding valuation. For financial reporting purposes, these assumption changes are fully reflected in the results for Fiscal Year 2017-18.

In Fiscal Year 2016-17, the financial reporting discount rate for the PERF C was lowered from 7.65 percent to 7.15 percent. In December 2016, the Board approved lowering the funding discount rate used in the PERF C from 7.50 percent to 7.00 percent, which was phased in over a three-year period (7.50 percent to 7.375 percent, 7.375 percent to 7.25 percent, and 7.25 percent to 7.00 percent) beginning with the June 30, 2016, valuation reports. The funding discount rate includes a 15 basis-point reduction for administrative expenses, and the remaining decrease is consistent with the change in the financial reporting discount rate.

In Fiscal Year 2014-15, the financial reporting discount rate was increased from 7.50 percent to 7.65 percent resulting from eliminating the 15 basis-point reduction for administrative expenses. The funding discount rate remained at 7.50 percent during this period and remained adjusted for administrative expenses.

HOUSING AUTHORITY OF THE CITY OF MADERA

Schedule of Expenditures of Federal Awards
Year Ended September 30, 2023

Program Title	ALN	Cluster Title	Award Type	Pass-Through No.	Expenditures	Amounts Passed Through to Sub-Recipients
Section 8 Housing Choice Vouchers	14.871	HVC	Direct		\$ 5,729,925	\$ -
COVID-19 Section 8 Housing Choice Vouchers	14.871	HVC	Direct		-	-
Emergency Housing Vouchers	14.871	HVC	Direct		14,853	-
Public and Indian Housing	14.850		Direct		197,283	-
COVID-19 Public and Indian Housing	14.850		Direct		-	-
Resident Opportunity and Supportive Services	14.870		Direct		45,432	-
Public Housing Capital Fund	14.872		Direct		197,826	-
Family Self-Sufficiency	14.896		Direct		32,574	-
Farm Labor Housing Loans and Grants	10.405		Direct		308,387	-
Total Federal Financial Assistance					\$ 6,526,280	\$ -
<i>Federal Grantor:</i>						Expenditures
US Department of Housing and Urban Development						\$ 6,217,893
US Department of Agriculture						308,387
Total Federal Financial Assistance						\$ 6,526,280
<i>Cluster Title:</i>						Expenditures
Housing Voucher Cluster (HVC)						\$ 5,744,778
<i>Award Type:</i>						Expenditures
Direct						\$ 6,526,280
Indirect						-
Total Federal Financial Assistance						\$ 6,526,280

NOTE 01 - BASIS OF PRESENTATION

The accompanying schedule of expenditures of federal awards (the Schedule) includes the federal awards activity of the Authority under programs of the federal government for the year ended September 30, 2023. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of our operations, it is not intended to and does not present our financial position, changes in net positions, or cash flows.

NOTE 02 - INDIRECT COST RATE

We have elected not to use the 10% de minimis indirect cost rate as allowed under the Uniform Guidance.

HOUSING AUTHORITY OF THE CITY OF MADERA

Statement and Certification of Actual Costs
September 30, 2023

Grant	Funds Approved	Funds Disbursed	Funds Expended	Balance	Form HUD- 53001 Submitted *
CA01P069501-19	\$ 721,902	\$ 721,902	\$ 721,902	\$ -	No
CA01P069501-20	\$ 779,777	\$ -	\$ -	\$ 779,777	No
CA01P069501-21	\$ 813,759	\$ -	\$ -	\$ 813,759	No
CA01P069501-22	\$ 3,374	\$ -	\$ -	\$ 3,374	No

* The distribution of costs as shown on the respective HUD Form 53001 submitted to HUD for approval, is in agreement with the Authority's records. Additionally, all costs have been paid and all related liabilities have been discharged through payment.

INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

The Governing Body of
Housing Authority of the City of Madera

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the business-type activities of the Housing Authority of the City of Madera (Authority), as of and for the year ended September 30, 2023, and the related notes to the financial statements, which collectively comprise the Authority's basic financial statements, and have issued our report thereon dated June 25, 2024.

REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING

In planning and performing our audit, we considered the Authority's internal control over financial reporting (internal control) as a basis for designing auditing procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control. Accordingly, we do not express an opinion on the effectiveness of the Authority's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Authority's financial statements will not be prevented or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. We identified certain deficiencies in internal control, described in the accompanying schedule of findings and questioned costs as item(s) **2023-001** that we consider to be significant deficiencies.



REPORT ON COMPLIANCE AND OTHER MATTERS

As part of obtaining reasonable assurance about whether the Authority's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

AUTHORITY'S RESPONSE TO FINDINGS

Government Auditing Standards requires the auditor to perform limited procedures on the Authority's response to the findings identified in our audit and described in the accompanying schedule of findings and questioned costs. Their response was not subjected to the other auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on the response.

PURPOSE OF THIS REPORT

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Authority's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Authority's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

June 25, 2024

INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM AND REPORT ON INTERNAL CONTROL OVER COMPLIANCE IN ACCORDANCE WITH THE UNIFORM GUIDANCE

The Governing Body of
Housing Authority of the City of Madera

REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM

OPINION ON EACH MAJOR FEDERAL PROGRAM

We have audited Housing Authority of the City of Madera's (Authority) compliance with the types of compliance requirements identified as subject to audit in the OMB *Compliance Supplement* that could have a direct and material effect on each of the Authority's major federal programs for the year ended September 30, 2023. The Authority's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, the Authority complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended September 30, 2023.

BASIS FOR OPINION ON EACH MAJOR FEDERAL PROGRAM

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (*Government Auditing Standards*); and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the Authority and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of the Authority's compliance with the compliance requirements referred to above.

RESPONSIBILITIES OF MANAGEMENT FOR COMPLIANCE

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules and provisions of contracts or grant agreements applicable to the Authority's federal programs.



AUDITOR'S RESPONSIBILITIES FOR THE AUDIT OF COMPLIANCE

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the Authority's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material, if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the Authority's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance, we:

(1) Exercise professional judgment and maintain professional skepticism throughout the audit; (2) Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the Authority's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances; and (3) Obtain an understanding of the Authority's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

OTHER MATTERS

The results of our auditing procedures disclosed instances of noncompliance which are required to be reported in accordance with the Uniform Guidance and which are described in the accompanying schedule of findings and questioned costs as item(s) **2023-002**. Our opinion on each major federal program is not modified with respect to these matters. *Government Auditing Standards* requires the auditor to perform limited procedures on the Authority's response to the noncompliance findings identified in our audit described in the accompanying schedule of findings and questioned costs. The Authority's response was not subjected to the other auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.



REPORT ON INTERNAL CONTROL OVER COMPLIANCE

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance. We consider the deficiency in internal control over compliance described in the accompanying schedule of findings and questioned costs as item(s) **2023-002**, to be a significant deficiency.

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance and therefore, material weaknesses or significant deficiencies may exist that were not identified. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, as discussed above, we did identify certain deficiencies in internal control over compliance that we consider to be significant deficiencies.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed. *Government Auditing Standards* requires the auditor to perform limited procedures on the Authority's response to the internal control over compliance findings identified in our audit described in the accompanying schedule of findings and questioned costs. The Authority's response was not subjected to the other auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

June 25, 2024

HOUSING AUTHORITY OF THE CITY OF MADERASchedule of Findings and Questioned Costs
Year Ended September 30, 2023**SECTION I - SUMMARY OF AUDITORS' RESULTS****Financial Statements:**

1. Type of Auditor Report on the financial statements: Unmodified
2. Internal control over financial reporting:
- a. Material weakness(es) identified? Yes x No
- b. Significant deficiency(ies) identified that are not considered to be material weaknesses? x Yes None noted
3. Noncompliance material to financial statements? Yes x No

Federal Awards:

4. Type of auditors' report on compliance for major programs: Unmodified
5. Internal control over major programs:
- a. Material weakness(es) identified? Yes x No
- b. Significant deficiency(ies) identified that are not considered to be material weaknesses? x Yes None noted
6. Audit findings noted which are required to be reported in accordance with 2 CFR Section 200.516(a)? x Yes No
7. Identification of Major Programs:

ALN	Program(s) Name
Various	Housing Voucher Cluster

8. The Dollar Threshold Used to Distinguish Between Type A and Type B Programs: \$ 750,000
9. Auditee qualified as a low-risk auditee? Yes x No

SECTION II – FINANCIAL STATEMENT FINDINGS

Finding 2023-001: Lack of Review and Approval Process for Manual Journal Entries – Significant Deficiency

Criteria: Standard accounting practices necessitate a robust process for the review and approval of manual journal entries to ensure accuracy and integrity in financial reporting.

Condition and Context: The Authority was unable to demonstrate there was a structured process whereby manual adjustments (journal entries) posted to the accounting system undergo explicit review and approval by an individual other than the preparer/poster of the entry. Furthermore, there is no subsequent review of these manual journal entries once they are posted to the accounting system.

Cause: The absence of a defined review and approval process for manual journal entries can be attributed to inadequate internal controls and oversight mechanisms. The lack of subsequent review indicates a deficiency in the overall accounting practices and procedures of the Authority.

Effect or Potential Effect: Without a review and approval process in place, there is an increased risk of errors, misstatements, or fraudulent activities going undetected in the financial records. This compromises the accuracy and reliability of the financial reporting, potentially leading to misinformed decision-making and regulatory non-compliance.

Recommendation: The Authority should establish and implement a formal review and approval process for manual journal entries posted to the accounting system. This process should involve independent review and approval by individuals other than the preparer/poster of the entry. Additionally, a subsequent review mechanism should be instituted to periodically assess the accuracy and appropriateness of these manual journal entries.

Responsible Official's Response: The auditee acknowledges the deficiency and is committed to taking corrective action.

SECTION III – FEDERAL AWARD FINDINGS AND QUESTIONED COSTS

Finding 2023-002 AL Number and Title: Financial Assessment Subsystem – Reporting – Noncompliance and Significant Deficiency

Criteria: HUD regulations and federal requirements mandate timely submission of the Financial Assessment Subsystem for Public Housing Agencies (FASSPHA). The submission of the FASSPHA is critical for ensuring compliance, enabling oversight, and facilitating the allocation of federal funding.

Condition: It was identified during the audit that the Authority did not meet the prescribed deadlines for submitting the FASSPHA reports to federal agencies.

Cause: The failure to meet reporting deadlines can be attributed to a combination of factors, including major staff turnover, which led to a loss of institutional knowledge and expertise critical for the preparation and submission of these reports. Additionally, a change in auditor who had been instrumental in ensuring timely submissions in the past, with the new auditor becoming unreachable, further exacerbating the situation. These challenges were compounded by inefficiencies in the Authority's internal processes for report preparation and submission.

HOUSING AUTHORITY OF THE CITY OF MADERA

Schedule of Findings and Questioned Costs
Year Ended September 30, 2023

Effect or Potential Effect: The failure to submit these reports on time undermines the Authority's compliance with federal regulations, potentially affecting its eligibility for future funding and leading to reputational damage. It may also delay financial and operational decisions by HUD that depend on the analysis of these reports.

Questioned Costs: None.

Context: This lapse was identified against a backdrop of the Authority traditionally maintaining a good track record with reporting. The recent delays mark a departure from their usual compliance practices and have occurred amidst organizational changes and challenges, including staff turnover and procedural adjustments within the finance department.

Recommendation: To mitigate this issue, it is recommended that the Authority: (1) Prioritize the recruitment and training of new staff to fill critical roles, ensuring they are well-versed in HUD reporting requirements; (2) Establish a contingency plan for maintaining continuity of operations in the event of key personnel turnover or unavailability; and (3) Revise and streamline internal reporting processes to improve efficiency and reliability in meeting HUD's reporting deadlines.

Responsible Official's Response and Corrective Action Planned: Management acknowledges the audit findings and is committed to taking corrective actions.

HOUSING AUTHORITY OF THE CITY OF MADERA

Status of Prior Audit Findings
Year Ended September 30, 2023

Financial Statement Findings:

Prior Year Findings No.	Findings Title	Status/ Current Year Finding No.
2022-001	Journal Entry Review and Approval	Repeated; 2023-001

Federal Award Findings and Question Costs:

Prior Year Findings No.	Findings Title	Status/ Current Year Finding No.
2022-002	Various - Housing Voucher Cluster	Repeated; 2023-002



Housing Authority of the City of Madera

Elsa Mejia
CHAIRPERSON

Blanca Mendoza-Navarro
EXECUTIVE DIRECTOR

CORRECTIVE ACTION PLAN

Name of auditee: Housing Authority of the City of Madera

Name of audit firm: Smith Marion & Co. Inc.

Period covered by the audit: Year ended September 30, 2023

CAP Prepared by and Person Responsible for CAP

Name: Blanca Mendoza-Navarro

Position: Executive Director

Telephone Number: (559) 674-5695

Current Findings on the Schedule of Findings, Questioned Costs, and Recommendations.

1. Finding 2023-001

a. Comments on the Finding and Each Recommendation:

Management agrees with both the finding and recommendations.

b. Action(s) Taken or Planned on the Finding

The management overseeing the process has been completely replaced to ensure a fresh perspective and unwavering dedication to implementing robust internal controls.

We have outlined several steps to address the deficiency identified. As of May 7, 2024, we have developed and implemented a comprehensive procedure detailing the review and approval process for manual journal entries, delineating roles and responsibilities. Following this, we have introduced a structured workflow within the accounting department to ensure that manual journal entries undergo independent review and approval before posting. These actions are now in place to fortify our internal controls and enhance the accuracy of our financial reporting.



Housing Authority of the City of Madera

Elsa Mejia
CHAIRPERSON

Blanca Mendoza-Navarro
EXECUTIVE DIRECTOR

2. Finding 2023-002

a. Comments on the Finding and Each Recommendation:

Management agrees with both the finding and recommendations.

b. Action(s) Taken or Planned on the Finding

The management overseeing the process has been completely replaced to ensure a fresh perspective and unwavering dedication to implementing robust internal controls.

To address the shortcomings identified in Finding 2023-002, the Authority commits to a targeted action plan aimed at ensuring timely compliance with reporting requirements. Central to our approach is the continued engagement of a fee accountant, recognized for expertise in HUD reporting and public housing financial management. This specialist will be tasked with overseeing and streamlining our reporting processes. By continuing to leverage this expertise, we aim to quickly rectify past reporting lapses and ensure future submissions are timely and compliant with HUD requirements. The fee accountant will continue to conduct a comprehensive review of our current reporting mechanisms, identify bottlenecks, and implement best practices tailored to our operations.

This decisive action, centered around the expertise of the fee accountant, demonstrates our commitment to enhancing our financial management practices and aligning with HUD's reporting expectations. Through these measures, we anticipate not only meeting HUD's deadlines but also setting a new standard for operational excellence within our Authority.

HOUSING AUTHORITY OF THE CITY OF MADERA

**The Auditors Communication with Those Charged with
Governance**

Year Ended September 30, 2023



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connected . focused . understandable

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- f: (909) 825-9900
- 1940 orange tree lane #100
- redlands, ca 92374



June 25, 2024

The Governing Body of
Housing Authority of the City of Madera

We have audited the financial statements of Housing Authority of the City of Madera (Authority) as of and for the year ended September 30, 2023, and have issued our report thereon dated June 25, 2024.

This report summarizes our communications with those charged with governance as required by our professional standards to assist you in fulfilling your obligation to oversee the financial reporting and disclosure process.

REQUIRED COMMUNICATIONS

Professional standards require the auditor to provide the Governing Body (the Board or those charged with governance) with additional information regarding the scope and results of the audit that may assist the Board in overseeing the financial reporting and disclosure processes which the management of the Authority is responsible. We summarize these required communications as follows:

AUDITORS' RESPONSIBILITIES UNDER AUDITING STANDARDS GENERALLY ACCEPTED IN THE UNITED STATES (US GAAS) AND GENERALLY ACCEPTED GOVERNMENT AUDITING STANDARDS (GAGAS)

Our responsibilities are included in our audit engagement letter.

The financial statements are the responsibility of the Authority's management as prepared with the oversight of those charged with governance. Our audit was designed in accordance with auditing standards generally accepted in the United States and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, to obtain reasonable, rather than absolute, assurance that the financial statements are free of material misstatement. We were not engaged to perform an audit of the Authority's internal control over financial reporting.

Our audit included consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control over financial reporting. Accordingly, we will express no such opinion. An audit also includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements, assessing the accounting principles used and significant estimates made by management, and evaluating the overall financial statement presentation.

INDEPENDENCE

We are not aware of any relationships between Smith Marion & Co., and our related entities, and the Authority, or any other matters that in our professional judgment, may reasonably be thought to bear on our independence.



We confirm that we are independent with respect to the Authority within the meaning of the applicable published rules and pronouncements, its interpretations and rulings.

THE ADOPTION OF, OR A CHANGE IN SIGNIFICANT ACCOUNTING POLICIES

We determined that the Board is informed about the initial selection of, and any changes in significant accounting principles or their application when the accounting principle or its application, including alternative methods of applying the accounting principle, has a material effect on the financial statements.

Effective October 01, 2022, the Authority implemented:

GASB 87 - Leases

AUDITORS' JUDGEMENT ABOUT THE QUALITY OF THE AUTHORITY'S ACCOUNTING PRINCIPLES

We discussed our judgment about the quality, not just the acceptability, of the Authority's accounting principles as applied in its financial reporting, including the consistency of the accounting policy and their application and the clarity and completeness of the financial statements and related disclosures.

SENSITIVE ACCOUNTING ESTIMATES

Certain estimates are particularly sensitive due to their significance to the financial statements and the possibility that future events may differ significantly from management's expectations.

We determined that the Board is informed about management's process for formulating particularly sensitive estimates and about the basis to our conclusions regarding the reasonableness of those estimates.

Management's judgment is called upon in:

Pension obligation and related deferred inflows/outflows – Management estimate is based on actuarial assumptions and methods. We have evaluated those actuarial assumptions and methods in determining that they are reasonable in relation to the financial statements.

FINANCIAL STATEMENT DISCLOSURES

Certain financial statement disclosures involve significant judgment and are particularly sensitive because of their significance to financial statement users.

The most sensitive disclosures affecting the Authority's financial statements relate to:

Pension obligation and related deferred inflows/outflows



IDENTIFIED OR SUSPECTED FRAUD

We are not aware of any matters that require communication. Furthermore, the Authority's management has represented to us that they were not aware of any fraud or illegal acts for the period from October 01, 2022 to September 30, 2023 (see *Management's Representation Letter*).

SIGNIFICANT DIFFICULTIES ENCOUNTERED DURING THE AUDIT

There were no serious difficulties encountered in dealing with management in performing the audit.

REPRESENTATIONS REQUESTED FROM MANAGEMENT

We have requested certain written representations from management in a separate letter dated June 25, 2024 (see *Management's Representation Letter*).

UNCORRECTED MISSTATEMENTS, RELATED TO ACCOUNTS AND DISCLOSURES, CONSIDERED BY MANAGEMENT TO BE IMMATERIAL

For purposes of this communication, professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole. The uncorrected financial statement misstatements whose effects in the current and prior periods, as determined by management, are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

MATERIAL CORRECTED MISSTATEMENTS, RELATED TO ACCOUNTS AND DISCLOSURES

In addition, professional standards require us to communicate to you all material, corrected misstatements that were brought to the attention of management as a result of our audit procedures.

As a result of our audit procedures, material misstatements were brought to the attention of management and were corrected during the current period (see *Adjusting Journal Entry Report*).

DISAGREEMENTS WITH MANAGEMENT

There were no material disagreements with the Authority's management on financial accounting and reporting matters during the audit.



CONSULTATIONS WITH OTHER ACCOUNTANTS

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a “second opinion” on certain situations. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters (see *Management Representation Letter*).

MAJOR ISSUES DISCUSSED WITH MANAGEMENT PRIOR TO RETENTION

In the normal course of our professional association with the Authority, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, operating and regulatory conditions affecting the entity, and operational plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition to our retention as the Authority’s auditors.

SIGNIFICANT RISKS IDENTIFIED

For purposes of this communication, professional standards require us to communicate to you significant risks identified during our audit.

The following significant risks were identified in our audit procedures:

Management override of controls (*required by US GAAS*) - Even though internal control over financial reporting (hereinafter referred to as internal controls or simply as controls) may appear to be well-designed and effective, controls that are otherwise effective can be overridden by management in every entity. Many financial statement frauds have been perpetrated by intentional override by senior management of what might otherwise appear to be effective internal controls. Because management is primarily responsible for the design, implementation, and maintenance of internal controls, the Authority is always exposed to the danger of management override of controls.

Improper revenue recognition (*required by US GAAS*) –Revenue recognition is one of only two matters that must always, under AU-C 240 (the fraud risk standard), be considered a high-risk area, requiring expanded audit attention. Revenue recognition fraud schemes have been responsible for more investigations, restatements, and litigation against outside accountants than any other single cause. Revenue recognition is an accounting principle that asserts that revenue must be recognized as it is earned. Proper revenue recognition is imperative because it relates directly to the integrity of a company’s financial reporting. The intent of the principle around revenue recognition is to standardize the revenue policies used by companies. This standardization allows external entities to easily compare the income statements of different companies in the same industry. Because revenue is one of the most important measures used by external entities to assess a company’s performance, it is crucial that financial statements be consistent and credible.

GASB 87 implementation (*new significant standard*) - Implementation of certain new accounting standards raise substantial risk of material misstatement based on their complexity, lack of guidance, level of effort required and novelty.



Entities use a variety of leasing arrangements to stabilize cash flows and reduce risk and uncertainty. The newly issued GASB Statement 87 on leases fundamentally changes lease recognition, measurement, and related disclosures for both government lessees and lessors. The major changes outlined in GASB 87 are: (1) Leases will be classified as “short-term,” “contracts that transfer ownership,” and “all other.”; (2) Leases that extend beyond 12 months will have a balance sheet impact on both the lessee and lessor; (3) For leases other than short-term leases and contracts that transfer ownership, the lessee will recognize an intangible right to use lease asset, and the lessor will continue to depreciate and account for the lease asset; (4) Financial statement disclosures and schedules will be required for contracts that transfer ownership and non-short-term leases; and (5) There will be no disclosure requirement for short-term lease outflows. GASB 87’s provisions go into effect for fiscal years beginning after June 15, 2021, and all reporting periods thereafter. Implementation is very time-intensive, especially for entity's that have a number of agreements that are currently recorded as operating leases.

SIGNIFICANT UNUSUAL TRANSACTIONS

For purposes of this communication, professional standards require us to communicate to you significant unusual transactions identified during our audit.

During our audit procedures, we did not become aware of significant unusual transaction that should be brought to your attention.

OTHER SIGNIFICANT MATTERS, FINDINGS, OR ISSUES

During prior audit procedures, we became aware of certain matters that should be brought to your attention. A listing of these matters is discussed in a separate report to management dated June 25, 2024 (see *Management Letter*).

OTHER INFORMATION IN DOCUMENTS CONTAINING AUDITED FINANCIAL STATEMENTS

We reviewed the supplemental information to the financial statements to ensure consistency with the audited financial statements.

RESTRICTION ON USE

This report is intended solely for the information and use of the individuals charged with governance, and management of the Authority and is not intended to be and should not be used by anyone other than these specified parties.

Sincerely,

HOUSING AUTHORITY OF THE CITY OF MADERA

**Financial Data Schedules, and Independent Accountants' Report
on Applying Agreed-Upon Procedures**

Year Ended September 30, 2023



smithmarion
connected . focused . understandable

HOUSING AUTHORITY OF THE CITY OF MADERA

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INDEPENDENT AUDITORS' REPORT ON FINANCIAL DATA SCHEDULES

The Governing Body of
Housing Authority of the City of Madera

We have audited the basic financial statements of the Housing Authority of the City of Madera as of and for the year ended September 30, 2023, and have issued our report thereon dated June 25, 2024, which contained an unmodified opinion on those financial statements. Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying financial data schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the financial data schedules are fairly stated in all material respects in relation to the financial statements as a whole.

A handwritten signature in blue ink that reads 'Smith Marion' followed by a stylized flourish.

June 25, 2024

INDEPENDENT ACCOUNTANTS' REPORT ON APPLYING AGREED-UPON PROCEDURES

The Governing Body of
Housing Authority of the City of Madera

We have performed the procedure described in the third paragraph of this report, on the electronically submitted information included within the OMB Uniform Guidance reporting package. Housing Authority of the City of Madera (Authority) is responsible for the accuracy and completeness of the electronically submitted information.

The Authority and the U.S. Department of Housing and Urban Development (HUD), Real Estate Assessment Center (REAC) have agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of determining whether the electronically submitted information agrees with the related hard copy documents within the OMB Uniform Guidance reporting package. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of this report and may not meet the needs of all users of this report and, as such, users are responsible for determining whether the procedures performed are appropriate for their purposes.

The procedures and the associated findings are as follows:

We compared the electronically submitted items listed in the "UFRS Rule Information" column of the matrix/chart on the Attachment I to this report with the corresponding printed documents listed in the "Hard Copy Documents" column. The results of the performance of our agreed-upon procedure indicate agreement or non-agreement of the electronically submitted information and hard copy documents as shown in the attached chart.

We were engaged by the Authority to perform this agreed-upon procedures engagement and conducted our engagement in accordance with the attestation standards established by the AICPA and the standards applicable to attestation engagements contained in *Government Auditing Standards* issued by the Comptroller General of the United States. We were not engaged to and did not conduct an examination or review, the objective of which would be the expression of an opinion or conclusion, respectively, on whether the electronically submitted information identified in the "UFRS Rule Information" column of the chart/matrix agrees with the related hard copy documents within the OMB Uniform Guidance reporting package. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

We are required to be independent of the Authority and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our agreed-upon procedures engagement.

We were engaged to perform an audit in accordance with *Government Auditing Standards* and the OMB Uniform Guidance by the Authority as of and for the period ending September 30, 2023, and have issued our reports thereon dated June 25, 2024. The information in the "Hard Copy Documents" column was included within the scope or was a by-product of that audit. Further, our opinion on the fair presentation of the supplementary information dated June 25, 2024, was expressed in relation to the basic financial statements of the Authority taken as a whole.



A copy of the OMB Uniform Guidance reporting package, required by the Uniform Guidance, which includes the auditor's reports, is available in its entirety from the Authority. We take no responsibility for the security of the information transmitted electronically to the U.S. Department of Housing and Urban Development, REAC.

This report was intended solely for the information and use of the Authority and HUD and is not intended to be and should not be used by anyone other than these specified parties.

Smith Marinda G

June 25, 2024



Attachment I

Procedure	UFRS Rule Information	Hard Copy Document(s)	Findings
1	Balance Sheet and Revenue Expense (data line items 111 to 13901)	Financial Data Schedule, all CFDA's, if applicable	Agrees
2	Footnotes (data element G5000-010)	Footnotes to audited basic financial statements	Agrees
3	Type of opinion on FDS (data element G3100-040)	Auditor's Supplemental report on FDS	Agrees
4	Audit findings narrative (data element G5200-010)	Schedule of findings and Questioned Costs	Agrees
5	General information (data element series G2000, G2100, G2200, G9000, G9100)	OMB Data Collection Form	Agrees
6	Financial statement report information (data element G3000-010 to G3000-050)	Schedule of Findings and Questioned Costs , Part 1 of OMB Data Collection Form	Agrees
7	Federal program report information (data element G4000-020 to G4000-040)	Schedule of Findings and Questioned Costs , Part 1 of OMB Data Collection Form	Agrees
8	Type of Compliance Requirement (G4200-020 & G4000-030)	OMB Data Collection Form	Agrees
9	Basic financial statements and auditor reports required to be submitted electronically	Basic Financial Statements (inclusive of auditor reports)	Agrees

FYE: 9/30/2023
PHA Code: CA069

FDS Line	Description	10.405 Farm Labor Housing Loans and Grants	10.427 Rural Rental Assistance Payments	14.870 Resident Opportunity and Supportive Services	14.871 Housing Choice Vouchers
Balance Sheet					
111-000	Cash - Unrestricted	1,730,541			240,301
112-000	Cash - Restricted - Modernization and Development				
113-000	Cash - Other Restricted				
113-010	Cash - Other restricted - HAP Funds				605,759
113-020	Cash - Other Restricted - FSS Escrows				147,070
113-030	Cash - Other Restricted - FSS escrow forfeitures				
114-000	Cash - Tenant Security Deposits	68,586			
115-000	Cash - Restricted for Payment of Current Liabilities				
100-000	Total Cash	1,799,127			993,130
121-000	Accounts Receivable - PHA Projects				
122-000	Accounts Receivable - HUD Other Projects			13,614	
124-000	Accounts Receivable - Other Government				
125-000	Accounts Receivable - Miscellaneous				
126-000	Accounts Receivable - Tenants	4,243			
126-100	Allowance for Doubtful Accounts -Tenants				
126-200	Allowance for Doubtful Accounts - Other				
127-000	Notes, Loans, & Mortgages Receivable - current				
128-000	Fraud Recovery				
128-100	Allowance for Doubtful Accounts - Fraud				
129-000	Accrued Interest Receivable				
120-000	Total Receivables, Net of Allowances for Doubtful Accounts	4,243		13,614	
131-000	Investments - Unrestricted				
132-000	Investment Restricted - Other				
132-010	Investment Restricted - HAP				
135-000	Investments - Restricted for Payment of Current Liability				
142-000	Prepaid Expenses and Other Assets				
143-000	Inventories				
143-100	Allowance for Obsolete Inventories				
144-000	Inter Program - Due From				
145-000	Assets Held for Sale				
150-000	Total Current Assets	1,803,370		13,614	993,130
161-000	Capital asset - land	57,863			
162-000	Capital asset - buildings	11,540,418			
163-000	Capital asset - dwelling equipment	22,653			
164-000	Capital asset - administration equipment	53,329			170,050
165-000	Leasehold Improvements				
166-000	Capital asset - accumulated depreciation	(9,861,552)			(138,330)
167-000	Construction in Progress				
168-000	Infrastructure				
160-000	Total Capital Assets, Net of Accumulated Depreciation	1,812,711			31,720
171-000	Notes, Loans, & Mortgages Receivable - Non-current				
172-000	Notes, Loans, & Mortgages Receivable - Non-current - Past				
173-000	Grants Receivable - Non Current				
174-000-1	Other Assets - Miscellaneous				
174-000-2	Other Assets - Long-term Interest Receivable				
174-000-3	Other Assets - Pension				
174-000-4	Other Assets - OPEB				
174-000-5	Other Assets - lease receivable				
174-000-6	Leased asset - land				
174-000-7	Leased asset - buildings				
174-000-8	Leased asset - equipment				
174-000-9	Leased asset - accumulated amortization				
174-000-10	Subscription asset				
174-000-11	Subscription asset - accumulated amortization				
176-000	Investments in Joint Ventures				
180-000	Total Non-Current Assets	1,812,711			31,720
200-000-1	Deferred Outflows of Resources - Pension				318,613
200-000-2	Deferred Outflows of Resources - OPEB				
200-000-3	Deferred Outflows of Resources - Leases				
200-000-4	Deferred Outflows of Resources - Other				
200-000	Total Deferred Outflows of Resources				318,613

FYE: 9/30/2023
 PHA Code: CA069

FDS Line	Description	10.405 Farm Labor Housing Loans and Grants	10.427 Rural Rental Assistance Payments	14.870 Resident Opportunity and Supportive Services	14.871 Housing Choice Vouchers
290-000	Total Assets and Deferred Outflow of Resources	3,616,081		13,614	1,343,463
311-000	Bank Overdraft				
312-000	Accounts Payable <= 90 Days	2,971		468	3,488
313-000	Accounts Payable >90 Days Past Due				
321-000	Accrued Wage/Payroll Taxes Payable	4,492			1,852
322-000	Accrued Compensated Absences - Current Portion	11,577			4,860
324-000	Accrued Contingency Liability				
325-000	Accrued Interest				
331-000	Accounts Payable - HUD PHA Programs				
332-000	Account Payable - PHA Projects				
333-000	Accounts Payable - Other Government				
341-000	Tenant Security Deposits	68,586			
342-010	Unearned Revenue - Operating Subsidy				
342-020	Unearned Revenue - Capital Fund				
342-030-1	Unearned Revenue - Prepaid Rent				
342-030-2	Unearned Revenue - Service Fees				
342-030-3	Unearned Revenue - HAP				
343-000	Current Portion of Long-term Debt - Capital	140,422			
344-000	Current Portion of Long-term Debt - Operating Borrowings				
345-000-1	Other Current Liabilities - miscellaneous				
345-000-2	Other Current Liabilities - lease obligation				
345-000-3	Other Current Liabilities - subscription obligation				
346-000	Accrued Liabilities - Other				
347-000	Inter Program - Due To			13,146	
348-000	Loan Liability				
310-000	Total Current Liabilities	228,048		13,614	10,200
351-000	Long-term Debt - Capital	2,507,291			
352-000	Long-term Debt - Operating Borrowings				
353-000-1	Non Current Other Liabilities - Miscellaneous				
353-000-2	Non Current Other Liabilities - FSS Escrow				147,070
353-000-3	Non Current Other Liabilities - Accrued interest payable				
353-000-4	Non Current Other Liabilities - Lease payable				
353-000-5	Non Current Other Liabilities - Subscriptions payable				
353-000-6	Non Current Other Liabilities - Fiduciary Cash				
354-000	Accrued Compensated Absences - Non Current	11,577			4,860
355-000	Loan Liability - Non-current				
356-000	FASB 5 Liabilities				
357-010	Pension Liability				1,084,505
357-020	OPEB Liability				
350-000	Total Non-Current Liabilities	2,518,868			1,236,435
300-000	Total Liabilities	2,746,916		13,614	1,246,635
400-000-1	Deferred Inflows of Resources - Pension				112,355
400-000-2	Deferred Inflows of Resources - OPEB				
400-000-3	Deferred Inflows of Resources - Leases				
400-000-4	Deferred Inflows of Resources - Other				
400-000	Total Deferred Inflow of Resources				112,355
508-400	Net Investment in Capital Assets	(835,002)			31,720
511-400	Restricted Net Position				605,759
512-400	Unrestricted Net Position	1,704,167			(653,006)
513-000	Total Equity - Net Assets / Position	869,165			(15,527)
600-000	Total Liabilities, Deferred Inflows of Resources and Equity - Net	3,616,081		13,614	1,343,463
Income Statement					
703-000	Net Tenant Rental Revenue	779,375			
704-000	Tenant Revenue - Other	2,875			
705-000	Total Tenant Revenue	782,250			
706-000	HUD PHA Operating Grants			45,432	
706-010	Housing Assistance Payments				4,897,482
706-020	Ongoing Administrative Fees Earned				832,443
706-030	Service Fees Earned				
706-040	Preliminary fees earned				

FYE: 9/30/2023
 PHA Code: CA069

FDS Line	Description	10.405 Farm Labor Housing Loans and Grants	10.427 Rural Rental Assistance Payments	14.870 Resident Opportunity and Supportive Services	14.871 Housing Choice Vouchers
706-050	Placement fees earned				
706-060	All other fees				
706-100	Capital Grants				
707-100-1	Management fee - external				
707-100-2	Management fee - internal				
707-200	Asset Management Fee				
707-300	Book Keeping Fee				
707-400	Front Line Service Fee				
707-500-1	Other Fees - external				
707-500-2	Other Fees - internal				
707-000	Total Fee Revenue				
708-000-1	Other Government Grants - external	308,387			
708-000-2	Other Government Grants - internal				
711-000	Investment Income - Unrestricted	13,124			2,687
711-010	Investment Income - Unrestricted - HAP				
711-020	Investment Income - Unrestricted - Administrative Fees				
712-000	Mortgage Interest Income				
713-000	Proceeds from Disposition of Assets Held for Sale				
713-100	Cost of Sale of Assets				
714-000	Fraud Recovery				
714-010	Fraud Recovery - HAP				
714-020	Fraud Recovery - Administrative Fees				
715-000	Other Revenue	4,094			
716-000	Gain or Loss on Sale of Capital Assets				
720-000	Investment Income - Restricted				
720-010	Investment Income - Restricted - HAP				
720-020	Investment Income - Restricted - Administrative Fees				
700-000	Total Revenue	1,107,855		45,432	5,732,612
911-000	Administrative Salaries	113,307		22,005	171,446
912-000	Auditing Fees	477			3,736
913-000-1	Management Fee - external				
913-000-2	Management Fee - internal				
913-100	Book-keeping Fee				
914-000	Advertising and Marketing	105			561
915-000	Employee Benefit contributions - Administrative	65,191		4,358	(45,788)
916-000	Office Expenses	17,356		2,769	177,573
917-000	Legal Expense	5,993			35,318
918-000	Travel	798			
918-100	Allocated Overhead				
919-000-1	Other - external	11,487		1,012	128,363
919-000-2	Other - internal	13,890		4,140	30,360
910-000	Total Operating - Administrative	228,604		34,284	501,569
920-000	Asset Management Fee				
921-000	Tenant Services - Salaries	27,245		4,861	62,116
922-000	Relocation Costs				
923-000	Employee Benefit Contributions - Tenant Services	16,131		2,437	51,975
924-000	Tenant Services - Other	30			30,070
925-000	Total Tenant Services	43,406		7,298	144,161
931-000	Water	75,003		65	375
932-000	Electricity	11,195		1,581	13,463
933-000	Gas	1,106		202	1,654
934-000	Fuel				
935-000	Labor				
936-000	Sewer	45,801		96	851
937-000	Employee Benefit Contributions - Utilities				
938-000	Other Utilities Expense	35,494		203	
930-000	Total Utilities	168,599		2,147	16,343
941-000	Ordinary Maintenance and Operations - Labor	45,343			
942-000	Ordinary Maintenance and Operations - Materials and Other	29,291			2,087
943-010	Ordinary Maint. & Operations-Garbage & Trash				1,136
943-020	Ordinary Maint. & Operations-HVAC	4,020			391

FYE: 9/30/2023
 PHA Code: CA069

FDS Line	Description	10.405 Farm Labor Housing Loans and Grants	10.427 Rural Rental Assistance Payments	14.870 Resident Opportunity and Supportive Services	14.871 Housing Choice Vouchers
943-030	Ordinary Maint. & Operations- Snow Removal				
943-040	Ordinary Maint. & Operations-Elevator				
943-050	Ordinary Maint. & Operations- Landscape & Grounds	35,105			1,235
943-060	Ordinary Maint. & Operations- Unit Turnaround	7,009			
943-070	Ordinary Maint. & Operations- Electrical Contracts	573			
943-080	Ordinary Maint. & Operations- Plumbing Contracts	896			
943-090	Ordinary Maint. & Operations- Extermination	1,087			214
943-100	Ordinary Maint. & Operations- Janitorial Contracts				
943-110	Ordinary Maint. & Operations- Routine Maintenance	7,818			523
943-120	Ordinary Maint. & Operations- Misc. Contracts	3,711		246	4,086
945-000	Employee Benefit Contributions - Ordinary Maintenance	28,301			946
940-000	Total Maintenance	163,154		246	10,618
951-000	Protective Services - Labor				
952-000	Protective Services - Other Contract Costs				15,833
953-000	Protective Services - Other				
955-000	Employee Benefit Contributions - Protective Services				
950-000	Total Protective Services				15,833
961-100	Property Insurance	30,204			1,777
961-200	Liability Insurance	6,413			5,377
961-300	Workmen's Compensation	6,804		1,374	15,695
961-400	All Other Insurance	2,344		83	2,165
961-000	Total insurance Premiums	45,765		1,457	25,014
962-000-1	Other General Expenses				2,224
962-000-2	Other General Expenses - Lease asset amortization				
962-000-3	Other General Expenses - Subscription asset amortization				
962-100	Compensated Absences				
963-000	Payments in Lieu of Taxes				
964-000	Bad debt - Tenant Rents				
965-000	Bad debt - Mortgages				
966-000	Bad debt - Other				
968-000	Severance Expense				
960-000	Total Other General Expenses				2,224
967-100	Interest - capital debt	119,467			
967-200-1	Interest - operating debt				
967-200-2	Interest - operating debt - leases				
967-200-3	Interest - operating debt - subscriptions				
967-300	Amortization of Bond Issue Costs				
967-000	Total Interest Expense and Amortization Cost	119,467			
969-000	Total Operating Expenses	768,995		45,432	715,762
970-000	Excess of Operating Revenue over Operating Expenses	338,860			5,016,850
971-000	Extraordinary Maintenance				
972-000	Casualty Losses - Non-capitalized				
973-000	Non Housing Choice Voucher HAP				
973-010	One Year Mainstream				
973-020	Homeownership				8,830
973-025	Litigation				
973-030	Hope VI				
973-035	Moving to Work				
973-040	Tenant Protection				
973-041	Portable				20,460
973-045	FSS Escrow Deposits				57,605
973-049	All Other Special Vouchers				239,634
973-050-1	All Other Vouchers - external				4,764,826
973-050-2	All Other Vouchers - internal				
973-500	HAP Portability-In				901
974-000	Capital asset - depreciation	319,058			9,760
975-000	Fraud Losses				
978-000	Dwelling Units Rent Expense				
900-000	Total Expenses	1,088,053		45,432	5,817,778
100-100	Operating Transfer In				

FYE: 9/30/2023
 PHA Code: CA069

FDS Line	Description	10.405 Farm Labor Housing Loans and Grants	10.427 Rural Rental Assistance Payments	14.870 Resident Opportunity and Supportive Services	14.871 Housing Choice Vouchers
100-200	Operating transfer Out				
100-300	Operating Transfers from/to Primary Government				
100-400	Operating Transfers from/to Component Unit				
100-700	Extraordinary Items, Net Gain/Loss				
100-800	Special Items (Net Gain/Loss)				
100-910	Transfers between Project - In				
100-920	Transfers between Project - Out				
100-930	Transfers between Program and Project - In				
100-940	Transfers between Project and Program - Out				
101-000	Total Other financing Sources (Uses)				
10000	Excess (Deficiency) of Total Revenue Over (Under) Total Expenses	19,802			(85,166)
1103-000	Beginning Equity	849,363			69,639
1104-010	Prior Period Adjustments				
1104-070	Equity Transfers				

FYE: 9/30/2023
 PHA Code: CA069

FDS Line	Description	14.896 PIH Family Self-Sufficiency Program	14.EFA FSS Escrow Forfeiture Account	14.EHV Emergency Housing Voucher	1 Business Activities
Balance Sheet					
111-000	Cash - Unrestricted			24,688	2,657,931
112-000	Cash - Restricted - Modernization and Development				
113-000	Cash - Other Restricted		22,788	49,690	
113-010	Cash - Other restricted - HAP Funds			1,148	
113-020	Cash - Other Restricted - FSS Escrows				
113-030	Cash - Other Restricted - FSS escrow forfeitures				
114-000	Cash - Tenant Security Deposits				
115-000	Cash - Restricted for Payment of Current Liabilities				
100-000	Total Cash		22,788	75,526	2,657,931
121-000	Accounts Receivable - PHA Projects				
122-000	Accounts Receivable - HUD Other Projects				
124-000	Accounts Receivable - Other Government				
125-000	Accounts Receivable - Miscellaneous				
126-000	Accounts Receivable - Tenants				
126-100	Allowance for Doubtful Accounts -Tenants				
126-200	Allowance for Doubtful Accounts - Other				
127-000	Notes, Loans, & Mortgages Receivable - current				41,368
128-000	Fraud Recovery				
128-100	Allowance for Doubtful Accounts - Fraud				
129-000	Accrued Interest Receivable				
120-000	Total Receivables, Net of Allowances for Doubtful Accounts				41,368
131-000	Investments - Unrestricted				
132-000	Investment Restricted - Other				
132-010	Investment Restricted - HAP				
135-000	Investments - Restricted for Payment of Current Liability				
142-000	Prepaid Expenses and Other Assets				113,304
143-000	Inventories				
143-100	Allowance for Obsolete Inventories				
144-000	Inter Program - Due From				13,146
145-000	Assets Held for Sale				
150-000	Total Current Assets		22,788	75,526	2,825,749
161-000	Capital asset - land				
162-000	Capital asset - buildings				300,363
163-000	Capital asset - dwelling equipment				12,164
164-000	Capital asset - administration equipment				124,237
165-000	Leasehold Improvements				
166-000	Capital asset - accumulated depreciation				(404,955)
167-000	Construction in Progress				
168-000	Infrastructure				
160-000	Total Capital Assets, Net of Accumulated Depreciation				31,809
171-000	Notes, Loans, & Mortgages Receivable - Non-current				2,837,215
172-000	Notes, Loans, & Mortgages Receivable - Non-current - Past				
173-000	Grants Receivable - Non Current				
174-000-1	Other Assets - Miscellaneous				
174-000-2	Other Assets - Long-term Interest Receivable				
174-000-3	Other Assets - Pension				
174-000-4	Other Assets - OPEB				
174-000-5	Other Assets - lease receivable				
174-000-6	Leased asset - land				
174-000-7	Leased asset - buildings				
174-000-8	Leased asset - equipment				
174-000-9	Leased asset - accumulated amortization				
174-000-10	Subscription asset				
174-000-11	Subscription asset - accumulated amortization				
176-000	Investments in Joint Ventures				
180-000	Total Non-Current Assets				2,869,024
200-000-1	Deferred Outflows of Resources - Pension				131,282
200-000-2	Deferred Outflows of Resources - OPEB				
200-000-3	Deferred Outflows of Resources - Leases				
200-000-4	Deferred Outflows of Resources - Other				
200-000	Total Deferred Outflows of Resources				131,282

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FDS Line	Description	14.896 PIH Family Self-Sufficiency Program	14.EFA FSS Escrow Forfeiture Account	14.EHV Emergency Housing Voucher	1 Business Activities
290-000	Total Assets and Deferred Outflow of Resources		22,788	75,526	5,826,055
311-000	Bank Overdraft				
312-000	Accounts Payable <= 90 Days				1,447
313-000	Accounts Payable >90 Days Past Due				
321-000	Accrued Wage/Payroll Taxes Payable				1,627
322-000	Accrued Compensated Absences - Current Portion				1,403
324-000	Accrued Contingency Liability				
325-000	Accrued Interest				
331-000	Accounts Payable - HUD PHA Programs				
332-000	Account Payable - PHA Projects				
333-000	Accounts Payable - Other Government				
341-000	Tenant Security Deposits				
342-010	Unearned Revenue - Operating Subsidy				
342-020	Unearned Revenue - Capital Fund				
342-030-1	Unearned Revenue - Prepaid Rent				
342-030-2	Unearned Revenue - Service Fees			49,690	
342-030-3	Unearned Revenue - HAP				
343-000	Current Portion of Long-term Debt - Capital				
344-000	Current Portion of Long-term Debt - Operating Borrowings				
345-000-1	Other Current Liabilities - miscellaneous				
345-000-2	Other Current Liabilities - lease obligation				
345-000-3	Other Current Liabilities - subscription obligation				
346-000	Accrued Liabilities - Other				
347-000	Inter Program - Due To				
348-000	Loan Liability				
310-000	Total Current Liabilities			49,690	4,477
351-000	Long-term Debt - Capital				
352-000	Long-term Debt - Operating Borrowings				
353-000-1	Non Current Other Liabilities - Miscellaneous				
353-000-2	Non Current Other Liabilities - FSS Escrow				
353-000-3	Non Current Other Liabilities - Accrued interest payable				
353-000-4	Non Current Other Liabilities - Lease payable				
353-000-5	Non Current Other Liabilities - Subscriptions payable				
353-000-6	Non Current Other Liabilities - Fiduciary Cash				
354-000	Accrued Compensated Absences - Non Current				1,403
355-000	Loan Liability - Non-current				
356-000	FASB 5 Liabilities				
357-010	Pension Liability				446,863
357-020	OPEB Liability				
350-000	Total Non-Current Liabilities				448,266
300-000	Total Liabilities			49,690	452,743
400-000-1	Deferred Inflows of Resources - Pension				46,295
400-000-2	Deferred Inflows of Resources - OPEB				
400-000-3	Deferred Inflows of Resources - Leases				
400-000-4	Deferred Inflows of Resources - Other				
400-000	Total Deferred Inflow of Resources				46,295
508-400	Net Investment in Capital Assets				31,809
511-400	Restricted Net Position		22,788	1,148	
512-400	Unrestricted Net Position			24,688	5,295,208
513-000	Total Equity - Net Assets / Position		22,788	25,836	5,327,017
600-000	Total Liabilities, Deferred Inflows of Resources and Equity - Net		22,788	75,526	5,826,055
Income Statement					
703-000	Net Tenant Rental Revenue				
704-000	Tenant Revenue - Other				
705-000	Total Tenant Revenue				
706-000	HUD PHA Operating Grants	32,574			
706-010	Housing Assistance Payments			6,593	
706-020	Ongoing Administrative Fees Earned				
706-030	Service Fees Earned			8,060	
706-040	Preliminary fees earned				

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FDS Line	Description	14.896 PIH Family Self-Sufficiency Program	14.EFA FSS Escrow Forfeiture Account	14.EHV Emergency Housing Voucher	1 Business Activities
706-050	Placement fees earned				
706-060	All other fees			200	
706-100	Capital Grants				
707-100-1	Management fee - external				
707-100-2	Management fee - internal				
707-200	Asset Management Fee				
707-300	Book Keeping Fee				
707-400	Front Line Service Fee				
707-500-1	Other Fees - external				
707-500-2	Other Fees - internal				216,658
707-000	Total Fee Revenue				216,658
708-000-1	Other Government Grants - external				
708-000-2	Other Government Grants - internal				
711-000	Investment Income - Unrestricted				73,381
711-010	Investment Income - Unrestricted - HAP				
711-020	Investment Income - Unrestricted - Administrative Fees				
712-000	Mortgage Interest Income				
713-000	Proceeds from Disposition of Assets Held for Sale				
713-100	Cost of Sale of Assets				
714-000	Fraud Recovery				
714-010	Fraud Recovery - HAP				
714-020	Fraud Recovery - Administrative Fees				
715-000	Other Revenue		22,788		
716-000	Gain or Loss on Sale of Capital Assets				
720-000	Investment Income - Restricted				
720-010	Investment Income - Restricted - HAP				
720-020	Investment Income - Restricted - Administrative Fees				
700-000	Total Revenue	32,574	22,788	14,853	290,039
911-000	Administrative Salaries				81,758
912-000	Auditing Fees				467
913-000-1	Management Fee - external				
913-000-2	Management Fee - internal				
913-100	Book-keeping Fee				
914-000	Advertising and Marketing				659
915-000	Employee Benefit contributions - Administrative				120,695
916-000	Office Expenses	12,410		900	27,249
917-000	Legal Expense				14,712
918-000	Travel				
918-100	Allocated Overhead				
919-000-1	Other - external				16,949
919-000-2	Other - internal				18,400
910-000	Total Operating - Administrative	12,410		900	280,889
920-000	Asset Management Fee				
921-000	Tenant Services - Salaries	13,158			7,276
922-000	Relocation Costs				
923-000	Employee Benefit Contributions - Tenant Services	6,526			14,533
924-000	Tenant Services - Other			8,060	
925-000	Total Tenant Services	19,684		8,060	21,809
931-000	Water				80
932-000	Electricity				2,825
933-000	Gas				575
934-000	Fuel				
935-000	Labor				
936-000	Sewer				118
937-000	Employee Benefit Contributions - Utilities				
938-000	Other Utilities Expense				
930-000	Total Utilities				3,598
941-000	Ordinary Maintenance and Operations - Labor				7,204
942-000	Ordinary Maintenance and Operations - Materials and Other				4,281
943-010	Ordinary Maint. & Operations-Garbage & Trash				664
943-020	Ordinary Maint. & Operations-HVAC				112

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FDS Line	Description	14.896 PIH Family Self-Sufficiency Program	14.EFA FSS Escrow Forfeiture Account	14.EHV Emergency Housing Voucher	1 Business Activities
943-030	Ordinary Maint. & Operations- Snow Removal				
943-040	Ordinary Maint. & Operations-Elevator				
943-050	Ordinary Maint. & Operations- Landscape & Grounds				234
943-060	Ordinary Maint. & Operations- Unit Turnaround				
943-070	Ordinary Maint. & Operations- Electrical Contracts				
943-080	Ordinary Maint. & Operations- Plumbing Contracts				
943-090	Ordinary Maint. & Operations- Extermination				97
943-100	Ordinary Maint. & Operations- Janitorial Contracts				
943-110	Ordinary Maint. & Operations- Routine Maintenance				361
943-120	Ordinary Maint. & Operations- Misc. Contracts				2,296
945-000	Employee Benefit Contributions - Ordinary Maintenance				1,804
940-000	Total Maintenance				17,053
951-000	Protective Services - Labor				
952-000	Protective Services - Other Contract Costs				
953-000	Protective Services - Other				
955-000	Employee Benefit Contributions - Protective Services				
950-000	Total Protective Services				
961-100	Property Insurance	83			7,250
961-200	Liability Insurance				634
961-300	Workmen's Compensation	397			3,789
961-400	All Other Insurance				508
961-000	Total insurance Premiums	480			12,181
962-000-1	Other General Expenses				
962-000-2	Other General Expenses - Lease asset amortization				
962-000-3	Other General Expenses - Subscription asset amortization				
962-100	Compensated Absences				
963-000	Payments in Lieu of Taxes				
964-000	Bad debt - Tenant Rents				
965-000	Bad debt - Mortgages				
966-000	Bad debt - Other				
968-000	Severance Expense				
960-000	Total Other General Expenses				
967-100	Interest - capital debt				
967-200-1	Interest - operating debt				
967-200-2	Interest - operating debt - leases				
967-200-3	Interest - operating debt - subscriptions				
967-300	Amortization of Bond Issue Costs				
967-000	Total Interest Expense and Amortization Cost				
969-000	Total Operating Expenses	32,574		8,960	335,530
970-000	Excess of Operating Revenue over Operating Expenses		22,788	5,893	(45,491)
971-000	Extraordinary Maintenance				
972-000	Casualty Losses - Non-capitalized				
973-000	Non Housing Choice Voucher HAP			92,943	
973-010	One Year Mainstream				
973-020	Homeownership				
973-025	Litigation				
973-030	Hope VI				
973-035	Moving to Work				
973-040	Tenant Protection				
973-041	Portable				
973-045	FSS Escrow Deposits				
973-049	All Other Special Vouchers				
973-050-1	All Other Vouchers - external				
973-050-2	All Other Vouchers - internal				
973-500	HAP Portability-In				
974-000	Capital asset - depreciation				12,027
975-000	Fraud Losses				
978-000	Dwelling Units Rent Expense				
900-000	Total Expenses	32,574		101,903	347,557
100-100	Operating Transfer In				

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FDS Line	Description	14.896 PIH Family Self-Sufficiency Program	14.EFA FSS Escrow Forfeiture Account	14.EHV Emergency Housing Voucher	1 Business Activities
100-200	Operating transfer Out				
100-300	Operating Transfers from/to Primary Government				
100-400	Operating Transfers from/to Component Unit				
100-700	Extraordinary Items, Net Gain/Loss				
100-800	Special Items (Net Gain/Loss)				
100-910	Transfers between Project - In				
100-920	Transfers between Project - Out				
100-930	Transfers between Program and Project - In				
100-940	Transfers between Project and Program - Out				
101-000	Total Other financing Sources (Uses)				
10000	Excess (Deficiency) of Total Revenue Over (Under) Total Expenses		22,788	(87,050)	(57,518)
1103-000	Beginning Equity			112,886	5,384,535
1104-010	Prior Period Adjustments				
1104-070	Equity Transfers				

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FDS Line	Description	2 State/Local	Total Projects	ELIM	Total
Balance Sheet					
111-000	Cash - Unrestricted	8,088	4,147,261		8,808,810
112-000	Cash - Restricted - Modernization and Development				
113-000	Cash - Other Restricted	535,288			607,766
113-010	Cash - Other restricted - HAP Funds				606,907
113-020	Cash - Other Restricted - FSS Escrows		58,242		205,312
113-030	Cash - Other Restricted - FSS escrow forfeitures				
114-000	Cash - Tenant Security Deposits		149,547		218,133
115-000	Cash - Restricted for Payment of Current Liabilities				
100-000	Total Cash	543,376	4,355,050		10,446,928
121-000	Accounts Receivable - PHA Projects				
122-000	Accounts Receivable - HUD Other Projects				13,614
124-000	Accounts Receivable - Other Government				
125-000	Accounts Receivable - Miscellaneous				
126-000	Accounts Receivable - Tenants		3,533		7,776
126-100	Allowance for Doubtful Accounts -Tenants				
126-200	Allowance for Doubtful Accounts - Other				
127-000	Notes, Loans, & Mortgages Receivable - current				41,368
128-000	Fraud Recovery				
128-100	Allowance for Doubtful Accounts - Fraud				
129-000	Accrued Interest Receivable				
120-000	Total Receivables, Net of Allowances for Doubtful Accounts		3,533		62,758
131-000	Investments - Unrestricted				
132-000	Investment Restricted - Other				
132-010	Investment Restricted - HAP				
135-000	Investments - Restricted for Payment of Current Liability				
142-000	Prepaid Expenses and Other Assets				113,304
143-000	Inventories				
143-100	Allowance for Obsolete Inventories				
144-000	Inter Program - Due From			(13,146)	
145-000	Assets Held for Sale				
150-000	Total Current Assets	543,376	4,358,583	(13,146)	10,622,990
161-000	Capital asset - land		617,964		675,827
162-000	Capital asset - buildings		19,162,959		31,003,740
163-000	Capital asset - dwelling equipment		396,858		431,675
164-000	Capital asset - administration equipment		167,615		515,231
165-000	Leasehold Improvements				
166-000	Capital asset - accumulated depreciation		(16,858,937)		(27,263,774)
167-000	Construction in Progress				
168-000	Infrastructure				
160-000	Total Capital Assets, Net of Accumulated Depreciation		3,486,459		5,362,699
171-000	Notes, Loans, & Mortgages Receivable - Non-current				2,837,215
172-000	Notes, Loans, & Mortgages Receivable - Non-current - Past				
173-000	Grants Receivable - Non Current				
174-000-1	Other Assets - Miscellaneous				
174-000-2	Other Assets - Long-term Interest Receivable				
174-000-3	Other Assets - Pension				
174-000-4	Other Assets - OPEB				
174-000-5	Other Assets - lease receivable				
174-000-6	Leased asset - land				
174-000-7	Leased asset - buildings				
174-000-8	Leased asset - equipment				
174-000-9	Leased asset - accumulated amortization				
174-000-10	Subscription asset				
174-000-11	Subscription asset - accumulated amortization				
176-000	Investments in Joint Ventures				
180-000	Total Non-Current Assets		3,486,459		8,199,914
200-000-1	Deferred Outflows of Resources - Pension		767,013		1,216,908
200-000-2	Deferred Outflows of Resources - OPEB				
200-000-3	Deferred Outflows of Resources - Leases				
200-000-4	Deferred Outflows of Resources - Other				
200-000	Total Deferred Outflows of Resources		767,013		1,216,908

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FDS Line	Description	2 State/Local	Total Projects	ELIM	Total
290-000	Total Assets and Deferred Outflow of Resources	543,376	8,612,055	(13,146)	20,039,812
311-000	Bank Overdraft				
312-000	Accounts Payable <= 90 Days		12,784		21,158
313-000	Accounts Payable >90 Days Past Due				
321-000	Accrued Wage/Payroll Taxes Payable		13,491		21,462
322-000	Accrued Compensated Absences - Current Portion		35,611		53,451
324-000	Accrued Contingency Liability				
325-000	Accrued Interest				
331-000	Accounts Payable - HUD PHA Programs				
332-000	Account Payable - PHA Projects				
333-000	Accounts Payable - Other Government				
341-000	Tenant Security Deposits		149,547		218,133
342-010	Unearned Revenue - Operating Subsidy				
342-020	Unearned Revenue - Capital Fund				
342-030-1	Unearned Revenue - Prepaid Rent				
342-030-2	Unearned Revenue - Service Fees				49,690
342-030-3	Unearned Revenue - HAP				
343-000	Current Portion of Long-term Debt - Capital				140,422
344-000	Current Portion of Long-term Debt - Operating Borrowings				
345-000-1	Other Current Liabilities - miscellaneous				
345-000-2	Other Current Liabilities - lease obligation				
345-000-3	Other Current Liabilities - subscription obligation				
346-000	Accrued Liabilities - Other				
347-000	Inter Program - Due To			(13,146)	
348-000	Loan Liability				
310-000	Total Current Liabilities		211,433	(13,146)	504,316
351-000	Long-term Debt - Capital				2,507,291
352-000	Long-term Debt - Operating Borrowings				
353-000-1	Non Current Other Liabilities - Miscellaneous	535,288			535,288
353-000-2	Non Current Other Liabilities - FSS Escrow		58,242		205,312
353-000-3	Non Current Other Liabilities - Accrued interest payable				
353-000-4	Non Current Other Liabilities - Lease payable				
353-000-5	Non Current Other Liabilities - Subscriptions payable				
353-000-6	Non Current Other Liabilities - Fiduciary Cash				
354-000	Accrued Compensated Absences - Non Current		35,611		53,451
355-000	Loan Liability - Non-current				
356-000	FASB 5 Liabilities				
357-010	Pension Liability		2,610,784		4,142,152
357-020	OPEB Liability				
350-000	Total Non-Current Liabilities	535,288	2,704,637		7,443,494
300-000	Total Liabilities	535,288	2,916,070	(13,146)	7,947,810
400-000-1	Deferred Inflows of Resources - Pension		270,477		429,127
400-000-2	Deferred Inflows of Resources - OPEB				
400-000-3	Deferred Inflows of Resources - Leases				
400-000-4	Deferred Inflows of Resources - Other				
400-000	Total Deferred Inflow of Resources		270,477		429,127
508-400	Net Investment in Capital Assets		3,486,459		2,714,986
511-400	Restricted Net Position				629,695
512-400	Unrestricted Net Position	8,088	1,939,049		8,318,194
513-000	Total Equity - Net Assets / Position	8,088	5,425,508		11,662,875
600-000	Total Liabilities, Deferred Inflows of Resources and Equity - Net	543,376	8,612,055	(13,146)	20,039,812
Income Statement					
703-000	Net Tenant Rental Revenue		1,485,219		2,264,594
704-000	Tenant Revenue - Other		13,780		16,655
705-000	Total Tenant Revenue		1,498,999		2,281,249
706-000	HUD PHA Operating Grants		197,283		275,289
706-010	Housing Assistance Payments				4,904,075
706-020	Ongoing Administrative Fees Earned				832,443
706-030	Service Fees Earned				8,060
706-040	Preliminary fees earned				

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FDS Line	Description	2 State/Local	Total Projects	ELIM	Total
706-050	Placement fees earned				
706-060	All other fees				200
706-100	Capital Grants		197,826		197,826
707-100-1	Management fee - external				
707-100-2	Management fee - internal				
707-200	Asset Management Fee				
707-300	Book Keeping Fee				
707-400	Front Line Service Fee				
707-500-1	Other Fees - external				
707-500-2	Other Fees - internal			(216,658)	
707-000	Total Fee Revenue			(216,658)	
708-000-1	Other Government Grants - external				308,387
708-000-2	Other Government Grants - internal				
711-000	Investment Income - Unrestricted	236	57,099		146,527
711-010	Investment Income - Unrestricted - HAP				
711-020	Investment Income - Unrestricted - Administrative Fees				
712-000	Mortgage Interest Income				
713-000	Proceeds from Disposition of Assets Held for Sale				
713-100	Cost of Sale of Assets				
714-000	Fraud Recovery				
714-010	Fraud Recovery - HAP				
714-020	Fraud Recovery - Administrative Fees				
715-000	Other Revenue		8,948		35,830
716-000	Gain or Loss on Sale of Capital Assets				
720-000	Investment Income - Restricted				
720-010	Investment Income - Restricted - HAP				
720-020	Investment Income - Restricted - Administrative Fees				
700-000	Total Revenue	236	1,960,155	(216,658)	8,989,886
911-000	Administrative Salaries		344,195		732,711
912-000	Auditing Fees		1,185		5,865
913-000-1	Management Fee - external				
913-000-2	Management Fee - internal				
913-100	Book-keeping Fee				
914-000	Advertising and Marketing		229		1,554
915-000	Employee Benefit contributions - Administrative		397,337		541,793
916-000	Office Expenses		84,618		322,875
917-000	Legal Expense		15,090		71,113
918-000	Travel				798
918-100	Allocated Overhead				
919-000-1	Other - external		53,191		211,002
919-000-2	Other - internal		149,868	(216,658)	
910-000	Total Operating - Administrative		1,045,713	(216,658)	1,887,711
920-000	Asset Management Fee				
921-000	Tenant Services - Salaries		51,871		166,527
922-000	Relocation Costs				
923-000	Employee Benefit Contributions - Tenant Services		38,386		129,988
924-000	Tenant Services - Other		5,401		43,561
925-000	Total Tenant Services		95,658		340,076
931-000	Water		111,405		186,928
932-000	Electricity		27,445		56,509
933-000	Gas		4,611		8,148
934-000	Fuel				
935-000	Labor				
936-000	Sewer		110,535		157,401
937-000	Employee Benefit Contributions - Utilities				
938-000	Other Utilities Expense				35,697
930-000	Total Utilities		253,996		444,683
941-000	Ordinary Maintenance and Operations - Labor		166,202		218,749
942-000	Ordinary Maintenance and Operations - Materials and Other		50,945		86,604
943-010	Ordinary Maint. & Operations-Garbage & Trash		89,254		91,054
943-020	Ordinary Maint. & Operations-HVAC		18,481		23,004

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FDS Line	Description	2 State/Local	Total Projects	ELIM	Total
943-030	Ordinary Maint. & Operations- Snow Removal				
943-040	Ordinary Maint. & Operations-Elevator				
943-050	Ordinary Maint. & Operations- Landscape & Grounds		296,576		333,150
943-060	Ordinary Maint. & Operations- Unit Turnaround				7,009
943-070	Ordinary Maint. & Operations- Electrical Contracts				573
943-080	Ordinary Maint. & Operations- Plumbing Contracts		5,650		6,546
943-090	Ordinary Maint. & Operations- Extermination		2,583		3,981
943-100	Ordinary Maint. & Operations- Janitorial Contracts				
943-110	Ordinary Maint. & Operations- Routine Maintenance		5,449		14,151
943-120	Ordinary Maint. & Operations- Misc. Contracts		49,304		59,643
945-000	Employee Benefit Contributions - Ordinary Maintenance		80,763		111,814
940-000	Total Maintenance		765,207		956,278
951-000	Protective Services - Labor				
952-000	Protective Services - Other Contract Costs		50,626		66,459
953-000	Protective Services - Other				
955-000	Employee Benefit Contributions - Protective Services				
950-000	Total Protective Services		50,626		66,459
961-100	Property Insurance		62,335		101,649
961-200	Liability Insurance		16,022		28,446
961-300	Workmen's Compensation		18,444		46,503
961-400	All Other Insurance		8,744		13,844
961-000	Total insurance Premiums		105,545		190,442
962-000-1	Other General Expenses		21,253		23,477
962-000-2	Other General Expenses - Lease asset amortization				
962-000-3	Other General Expenses - Subscription asset amortization				
962-100	Compensated Absences				
963-000	Payments in Lieu of Taxes				
964-000	Bad debt - Tenant Rents				
965-000	Bad debt - Mortgages				
966-000	Bad debt - Other				
968-000	Severance Expense				
960-000	Total Other General Expenses		21,253		23,477
967-100	Interest - capital debt				119,467
967-200-1	Interest - operating debt				
967-200-2	Interest - operating debt - leases				
967-200-3	Interest - operating debt - subscriptions				
967-300	Amortization of Bond Issue Costs				
967-000	Total Interest Expense and Amortization Cost				119,467
969-000	Total Operating Expenses		2,337,998	(216,658)	4,028,593
970-000	Excess of Operating Revenue over Operating Expenses	236	(377,843)		4,961,293
971-000	Extraordinary Maintenance				
972-000	Casualty Losses - Non-capitalized				
973-000	Non Housing Choice Voucher HAP				92,943
973-010	One Year Mainstream				
973-020	Homeownership				8,830
973-025	Litigation				
973-030	Hope VI				
973-035	Moving to Work				
973-040	Tenant Protection				
973-041	Portable				20,460
973-045	FSS Escrow Deposits				57,605
973-049	All Other Special Vouchers				239,634
973-050-1	All Other Vouchers - external				4,764,826
973-050-2	All Other Vouchers - internal				
973-500	HAP Portability-In				901
974-000	Capital asset - depreciation		351,552		692,397
975-000	Fraud Losses				
978-000	Dwelling Units Rent Expense				
900-000	Total Expenses		2,689,550	(216,658)	9,906,189
100-100	Operating Transfer In				

FYE: 9/30/2023
 PHA Code: CA069

FDS Line	Description	2 State/Local	Total Projects	ELIM	Total
100-200	Operating transfer Out				
100-300	Operating Transfers from/to Primary Government				
100-400	Operating Transfers from/to Component Unit				
100-700	Extraordinary Items, Net Gain/Loss				
100-800	Special Items (Net Gain/Loss)				
100-910	Transfers between Project - In				
100-920	Transfers between Project - Out				
100-930	Transfers between Program and Project - In				
100-940	Transfers between Project and Program - Out				
101-000	Total Other financing Sources (Uses)				
10000	Excess (Deficiency) of Total Revenue Over (Under) Total Expenses	236	(729,395)		(916,303)
1103-000	Beginning Equity	7,852	6,154,903		12,579,178
1104-010	Prior Period Adjustments				
1104-070	Equity Transfers				



Housing Authority of the City of Madera

BOARD MEMORANDUM

TO: Board of Commissioners
Housing Authority of the City of Madera

BOARD MEETING: July 10, 2024

AGENDA ITEM: C-2

FROM: Blanca Mendoza-Navarro, Executive
Director

AUTHOR: Blanca Mendoza-Navarro, Executive Director

DATE: July 5, 2024

SUBJECT: Resolution #1297 of the Housing Authority of the City of Madera Regarding approval of 2024-2025 Annual Agency Plan submission to HUD.

EXECUTIVE SUMMARY:

The purpose of this memo is to request approval from the Board of Commissioners to submit the 2024 - 2025 Agency Plans. The Agency Plans consist of four (4) prevailing policies and administrative documents that govern our major programs, including the 5-Year Plan, the Annual Plan, Administrative Plan, and the Admissions & Continued Occupancy Policy (ACOP) for the Housing Authority of the City of Madera to the U.S. Department of Housing and Urban Development (HUD). Below Staff has listed the plans and a brief description of each:

- The **5-Year Plan**: Describes the mission of the Agency as well as its goals and objectives.
- The **Annual Plan**: Covers policies and procedures of the Agency. Any changes identified in the PHA's Annual Plan will be incorporated into the ACOP and Administrative Plan. This plan also outlines progress on activities in the 5-Year Plan and allows us to add additional items as needed. Asset Management and Development activities are also included in the Annual Plan.
- The **Administrative Plans (Admin Plan)**: These plans encompass and clarify the policies applicable to the administration of the Housing Choice Voucher Program (HCV).
- The **Admissions & Continued Occupancy Policies (ACOP)**: These plans encompass and clarify the policies applicable to the Low-Income Public Housing Program (LIPH).

These documents must be approved by the Board of Commissioners and submitted to HUD at least 75 days prior to the end of the Agency's fiscal year, which is no later than July 17, 2024.

Staff has been working internally along with the Resident Advisory Board (RAB) to incorporate feedback into the 2024-2025 Agency Plans. Staff has also been working with Stanislaus Regional Authority, Valley Consortium lead agency, to prepare the above listed documents to ensure submission to HUD by the deadline of July 17, 2024.





Housing Authority of the City of Madera

PROPOSED CHANGES:

Staff have made changes based on the Nan McKay Agency Plan templates and guides to update the plans. Most of the changes to the plans have been to ensure compliance with HUD's final rule with Housing Opportunity Through Modernization Act (HOTMA) which was effective January 1, 2024. The rule has had various updates to inspections, income and assets which had been delayed due to HUD updating how Agencies will submit this information to HUD's Public and Indian Housing Online Systems.

Staff has prepared a summary of changes to assist the Boards and the public in reviewing the above documents and proposed changes. The changes are color coded. The colors represent the following: **Green**: Regulatory changes required by HUD. **Yellow**: Significant changes. Significant changes are those that impact the eligibility and admissions policies of the programs as delineated by HUD. **Blue**: Recommendations by Staff. Staff recommendations are those which the Agency has discretion at the local level, permitted by HUD, and can be adopted by the Boards of Commissioners. **Gray**: Additions to the Annual Plan for Development, home ownership programs, and Asset Management activities.

FISCAL IMPACT:

The acceptance of these audited financial statements has no fiscal impact to the Housing Authority.

RECOMMENDATION:

Staff recommends that the Board of Commissioners approve the attached Resolution and authorize the Executive Director, Blanca Mendoza-Navarro, and/or her designee, to submit the 2024-2025 Agency Plans: Five-Year, Annual Plan, Administrative Plan, and Admissions & Continued Occupancy Policy on behalf of the Housing Authority of the City of Madera by the deadline of July 17, 2024.

ATTACHMENTS:

Follow the link to view attachment: Draft Agency Plans



RESOLUTION NO. 1297

**RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF MADERA
AUTHORIZING THE SUBMISSION OF THE 2024-2025 AGENCY ANNUAL PLANS TO
THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD).**

RECITALS

A. **WHEREAS**, following the Housing Authority of the City of Madera (the “Housing Authority”), is mandated to comply with federal laws, regulations, and notices;

B. **WHEREAS**, a Public Housing Authority (“PHA”), must establish policies and procedures to both clarify federal requirements and so as to ensure consistency in program operations (“Agency Plans”);

C. **WHEREAS**, the Agency Plans inform HUD, residents, participants, and the public of the PHA’s mission for serving low-income and very low-income families and the strategies for determining eligibility for admission and continued occupancy/participation in public and affordable housing programs; and,

D. **WHEREAS**, HUD requires each PHA, including the Housing Authority, to submit its 2024-2025 Agency Plan, i.e., Five-Year Plan, Annual Plan, Administrative Plan, and Admission & Continued Occupancy Policy.

**NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD OF
COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF MADERA
DOES HEREBY RESOLVE AS FOLLOWS:**

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Approval of the Revised 2024-2025 Annual Agency Plans, i.e., Five-Year Plan, Annual Plan, Administrative Plan, and the Admission & Continued Occupancy Policy. The Housing Authority’s Board of Commissioners has considered and herein approves and authorizes the Executive Director, and/or her designee, to submit the Agency Plans to HUD by the deadline of July 17, 2023.

Section 3. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED by the Board of Commissioners of the Housing Authority of the City of Madera this 10th day of July 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Chair Elsa Mejia

ATTEST:

Executive Director
Blanca Mendoza-Navarro

I, Giselle Flores, Executive Administrative Assistant to the Executive Director for the Housing Authority of the City of Madera herein attests or certifies, as a witness to a board meeting held on July 10, 2024, and swears or confirms, that the foregoing information in this resolution is true and correct and has not been altered or amended.

By: _____
Giselle Flores
Executive Administrative Assistant

Approved as to Legal Form:

Emilio J. Huerta, Legal Counsel



Housing Authority of the City of Madera

BOARD MEMORANDUM

TO: Board of Commissioners
Housing Authority of the City of Madera

BOARD MEETING: July 10, 2024

AGENDA ITEM: C-3

FROM: Blanca Mendoza-Navarro, Executive
Director

AUTHOR: Blanca Mendoza-Navarro, Executive Director

DATE: July 5, 2024

SUBJECT: Resolution #1298 of the Housing Authority of the City of Madera, consideration of adopting updated Procurement Policy to Comply with current Federal and State Procurement Rules.

EXECUTIVE SUMMARY:

The purpose of this memo is to request approval from the Board of Commissioners to approve the updates to the Procurement Policy. The Finance Manager and Maintenance Manager recently attended the Housing Agency Procurement and Contracts Management Seminar. The seminar was sponsored by Housing Agency Procurement Assistance trainer Mike Gifford and there were some updates since the last adopted policy in 2020. HUD also reviewed HACM's policy and provided some guidance on the threshold for Small/Micro purchases and the Executive Director's contract signing authority.

PROPOSED CHANGES:

Changes to the policy are to be made update changes that were previously approved but were not updated in the Policy. Staff reviewed the HUD Procurement guide and made updates to HACM's policy to comply with HUD regulations.

FISCAL IMPACT:

The is no fiscal impact.

RECOMMENDATION:

Staff recommends that the Board of Commissioners approve the attached Resolution to approve the updated changes to the Procurement Policy.

ATTACHMENTS:

1. Updated Procurement Policy



RESOLUTION NO. 1298

**RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF MADERA
UPDATING THE PROCUREMENT POLICY FOR THE HOUSING AUTHORITY OF
THE CITY OF MADERA**

RECITALS

A. **WHEREAS**, the Housing Authority of the City of Madera (the “Housing Authority”), adopted Resolution No. 196 on December 15, 1980, which adopted a Procurement Policy for the Housing Authority in accordance with the requirements of the U.S. Department of Housing and Urban Development (“HUD”);

B. **WHEREAS**, the Housing Authority adopted Resolution No. 1156 on March 11, 2020, to update said Procurement Policy; and

C. **WHEREAS**, the Housing Authority wishes to further update its Procurement Policy to ensure continued compliance with HUD and its conforming regulations;

**NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD OF
COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF MADERA
DOES HEREBY RESOLVE AS FOLLOWS:**

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Approval of the 2024 Updates to the Housing Authority’s Procurement Policy. The Housing Authority’s Board of Commissioners has considered and herein approves the updates to the Procurement Policy.

Section 3. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED by the Board of Commissioners of the Housing Authority of the City of Madera this 10th day of July 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Chair Elsa Mejia

ATTEST:

Executive Director
Blanca Mendoza-Navarro

I, Giselle Flores, Executive Administrative Assistant to the Executive Director for the Housing Authority of the City of Madera herein attests or certifies, as a witness to a board meeting held on July 10, 2024, and swears or confirms, that the foregoing information in this resolution is true and correct and has not been altered or amended.

By: _____
Giselle Flores
Executive Administrative Assistant

Approved as to Legal Form:

Emilio J. Huerta, Legal Counsel

RESOLUTION NO. 1156

**RESOLUTION OF THE HOUSING AUTHORITY
OF THE CITY OF MADERA UPDATING THE PROCUREMENT POLICY FOR THE
HOUSING AUTHORITY OF THE CITY OF MADERA**

WHEREAS, the Housing Authority of the City of Madera adopted Resolution No. 196 on December 15, 1980, which adopted a Procurement Policy for the Housing Authority; and

WHEREAS, the Housing Authority of the City of Madera wishes to update said Procurement Policy.

NOW, THEREFORE, THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF MADERA HEREBY finds, orders and resolves as follows:

1. The Board approves updating the "Procurement Policy" as follows:

1.0 Introduction. General

Old CFR Citation: 24 CFR 85.36

New CFR Citation: 2 CFR 200.317 through 200.326

5.2 Small Purchases

Old Limits: Greater than \$2,000 and less than \$25,000

New Limits: Greater than \$10,000 and less than \$150,000 (except for construction procurements which is set to \$2,000)

17.0 Board Approval of Procurement Actions

17.1 Authority

Old Amount Not to Exceed \$25,000

New Amount Not to Exceed \$150,000

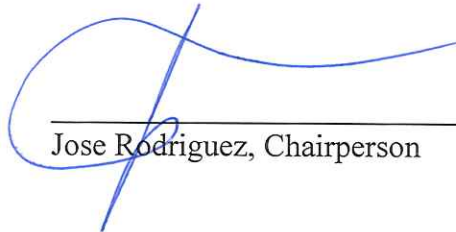
2. All other provisions of the Procurement Policy shall remain the same.
3. This resolution shall be effective immediately.

The foregoing Resolution No. 1156 was adopted by the Housing Authority of the City of Madera on this 11th day of March 2020 by the following vote:

AYES: Commissioners: Montes, Gallegos, Holley, Medellin, Garcia, Robinson


NOES: Commissioner Rodriguez

ABSENT: None



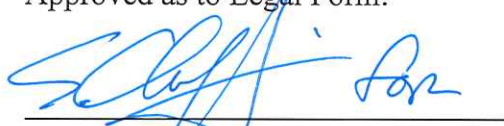
Jose Rodriguez, Chairperson

ATTEST:



Sally J. Bompreszi
Secretary

Approved as to Legal Form:



Hilda Cantu-Montoy
General Legal Counsel



Housing Authority of the City of Madera

BOARD MEMORANDUM

TO: Board of Commissioners
Housing Authority of the City of Madera

BOARD MEETING: June 12, 2024

AGENDA ITEM: C-4

FROM: Blanca Mendoza-Navarro, Interim
Executive Director

AUTHOR: Blanca Mendoza-Navarro, Interim Executive
Director

DATE: June 6, 2024

SUBJECT: INFORMATIONAL ITEM – Farm Labor Budget, Rents, and Utility Allowances

EXECUTIVE SUMMARY:

The purpose of this memo is to provide an update to the Board of Commissioners regarding the Farm Labor program budget, rents, and utility allowances.

In reviewing the budget, Staff identified that the rents have not been updated for a few years which would cause a shortfall in the 2024-2025 budget. Staff completed a rent analysis to determine how an increase would impact the families and improve the budget. Staff proposed a rent increase of 12% for each bedroom size. Most families will not be affected by the rent increase as they will receive Rental Assistance (RA). There are approximately ten (10) families that will incur this increase; however, they are paying less than 30% of their monthly adjusted income so they are able to sustain this increase.

USDA regulations require a utility allowance study to be conducted at least annually. The preferred methodology is to obtain a baseline rate for each bedroom size to determine the utility allowance. The baseline is obtained by requesting a twelve (12) month analysis of each bedroom size's utility usage and rate. This will provide an average per bedroom size.

Staff completed the baseline Utility Allowance (UA) analysis for the property and the UAs have increased by an average of 41%. The last UA analysis was completed prior to 2017. The increase will result in a decrease in the Net Tenant Contribution (NTC), which is the amount of rent the resident pays if they are on Rental Assistance.

Staff received approval from USDA on the rent increase and change in UAs effective October 1, 2024. USDA approval is included with this memo.

Finance submitted the 2024-2025 budget for the Farm Labor program to USDA with the proposed rent and utility allowance changes and received approval on July 3, 2024.

FISCAL IMPACT:

There is no fiscal impact to the current budget, this is informational only.

RECOMMENDATION:

The item is informational only.





Housing Authority of the City of Madera

BOARD MEMORANDUM

TO: Board of Commissioners
Housing Authority of the City of Madera

BOARD MEETING: July 10, 2024

AGENDA ITEM: F-1

FROM: Blanca Mendoza-Navarro, Interim
Executive Director

AUTHOR: Blanca Mendoza-Navarro, Interim Executive
Director

DATE: July 3, 2024

SUBJECT: COMMUNICATIONS, TRAININGS, AND AUDITS

1. **HUD AUDIT** – No new updates.
2. **AGENCY AUDIT** – Smith Marion (auditor) completed the audited financials for FY2023 and submitted to HUD-FDS and Clearinghouse before the due June 30, 2024, as presented earlier in this meeting.
3. **FEE ACCOUNTANT** – FY2023-2024 is now fully in Yardi. Staff along with BDO have completed the bank reconciliation process and is working with Staff to ensure accurate reporting from Yardi.
4. **DEPARTMENTAL REPORTS:**
 - a. **HCV** – Staff continues to work on issuing vouchers, signing new HAP contracts, and processing certifications. Staff has been preparing informational material for landlords/management companies to explain the program and upcoming changes. Staff is planning a landlord engagement event to present this information via PowerPoint along with providing the updated material. The event is planned to be in person with a possibility of also having a virtual meeting for those who are not able to attend.
 - b. **ROSS/FSS** – Staff assisted with conducting the Resident Advisory Board (RAB) committee meeting to discuss changes to the Agency Annual plans, i.e., Annual Plan, ACOP, and Admin Plan.
 - c. **PUBLIC HOUSING** – NSPIRE inspections are scheduled for July 17-July 18, 2024. This is the first time HACM will undergo the new NSPIRE inspections.
 - d. **FARM LABOR** – Staff conducted a rent analysis to determine rent increase to the program in support of the annual budget. Staff also complete the utility allowance baseline to determine the new utility allowance schedule. Staff continue to work on lease up for the upcoming vacancies and completing annual certifications.
 - e. **MIGRANT** –The Wi-Fi installation is 100% complete as of June 18, 2024. Staff is now connected to the Agency's Wi-Fi. The rehab work on the kitchen and bathrooms is also complete. The 2024 Migrant season opened on July 12, 2024, and we have 47 families moved in.





Housing Authority of the City of Madera

- f. **FINANCE** – The Finance team has completed the FYE 2023 audit. The submission of the audited Financial Statements has been submitted to HUD on time. The 2024 - 2025 Farm Labor operating budget and required documentation has also been submitted on time to USDA. The Procure to Pay Yardi module is live as of July 9th, and we are working on cross training all Finance staff with this module. Towards the end of July, the Finance department will begin to take initial steps towards preparing the FY 2024 - 2025 agency annual operating budget. Lastly, on Monday, July 8th, 2024, Ricky Santellana, Accounting Technician II, joined the Finance Department. Ricky comes with a bachelor's in accounting, and with prior government experience.
 - g. **MAINTENANCE:** Staff have been busy preparing for the NSPIRE inspection, completing work orders and turning vacant units.
 - h. **ADMINISTRATIVE:** Staff has been working on gathering information for open enrollment for the health benefits for the Agency. Staff had a kickoff meeting for the Salary Class and Compensation study on July 11, 2024. The study is set to start the first week of August and be completed before the fiscal yearend.
 - i. **TRAINING** – HACM continues to invest in staff training. Below is a summary of recent training courses attended.
 - i. Finance Manager and Maintenance Manager attended the procurement training in Tennessee from June 17-June 20, 2024.
 - ii. Public Purchase – Management Staff participated in the Public Purchase, e-procurement platform training on June 24, 2024.
 - iii. Upcoming PHA Disaster Readiness, Response & Recovery training– Executive Director will be attending this training which will be held at the San Francisco Regional Office.
 - iv. Upcoming National NAHRO conference – 2024 National NAHRO conference is scheduled for September 25, 2024 – September 28, 2024. There will be an Executive Director Bootcamp and Commissioners Track.
5. **RECRUITMENT/NEW STAFF:**
- a. Maintenance Worker II – posted on our website/partner engagement.
 - b. Executive Administrative Assistant – pending Classification and Compensation study.
 - c. Housing Programs Compliance Manager – pending Classification and Compensation study.
 - d. New Account Tech II – Ricky Santellana
6. **VALLEY AUTHORITIES' CONSORTIA:** Bi-Weekley meeting continue with the Valley Authorities Consortia. The attendees are HUD TA, HUD staff, Stanislaus/Riverbank, HACM and Kings County. The consortia is planning an in person meeting in San Francisco on August 1, 2024.

