

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, June 10th, 2026

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:

[Zoom Meeting Link](https://cityofmadera.zoom.us/j/87959772449)

<https://cityofmadera.zoom.us/j/87959772449>

or alternatively by telephone by dialing (669) 900-6833 and then entering Meeting ID No 879 5977 2449. Press *9 to raise your hand to comment and *6 to unmute yourself to speak.

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 Anita Evans

ROLL CALL:
Chairperson Anita Evans,
Vice-Chairperson Jose Rodriguez,
Commissioner Cece Gallegos,
Commissioner Elsa Mejia,
Commissioner Steve Montes,
Commissioner Artemio Villegas, and
Commissioner Rohi Zacharia

INVOCATION:

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 and 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. PRESENTATIONS/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 May 13th, 2026, Regular Board Meeting Minutes

B-2 Approval of April 20th, Special Board Meeting Minutes (Resolution # Correction)

B-3 Approval of Registered Audited Demands for May 2026

B-4 Informational Item: Renewal of property, liability, and auto coverage from Housing Authority Risk Retention Pool (HARRP) effective 07/01/2026-06/30/2027

B-5 Approval of Out of State Travel:

- National Conference Family Self-Sufficiency (FSS) – Chicago IL - 10/18/2026 – 10/20/2026
 - Lucia Lopez, Housing Services Manager
 - Mayra Cuin, FSS Coordinator

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

C-1 RESOLUTION No. 1371 of The Housing Authority of the City of Madera to Consider Approval of Budget Revision for FY2025-2026.

C-2 RESOLUTION No. 1372 of The Housing Authority of the City of Madera to Consider Adoption of Intent to Amend CalPERS Contract.

C-3 INFORMATIONAL ITEM: of the Housing Authority of the City of Madera Agency Plans, i.e. Annual Plan, Administrative Plan, Admission and Continued Occupancy Policy (ACOP) FY 2026-2027 Update.

C-4 AUTHORIZATION REQUEST ITEM: Authorization to Develop and Issue a Request for Qualification for a Co-Developer for HACM portfolio.

C-5 DISCUSSION ITEM: Commissioner Request – Discussion item regarding the Housing Authority of the City of Madera’s process of resident/participant concerns.

D. WRITTEN COMMUNICATIONS: Giselle Flores, Executive Administrative Assistant

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

E-1: Monthly Housing Activity Report

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

F-1: Executive Director Report

G. COMMISSIONER REPORTS:

H. CLOSED SESSION: Attorney Megan Crouch

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

H-1: Discussion of litigation matters pursuant to CA Govt. Code Sections listed below:

A. Public Employee Performance Evaluation: CA Govt. Code Section 54957 (b)

- Annual evaluation of Executive Director

B. Conference with Real Property Negotiations (§ 54956.8)

- Property: Vacant Land 320 & 324 North D Street
- Negotiator: Executive Director, Blanca Mendoza-Navarro
- Negotiating Parties: Louie Fimbrez, Owner
- Under Negotiation: Price, terms of payment

I. ADJOURNMENT:

The next Regular Monthly Meeting will be July 8th, 2026, in 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 **June 10th, 2026** 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 3:00 p.m.

Executed on 5th day of June.

Giselle Flores

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

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

MINUTES OF THE MAY 13TH REGULAR BOARD MEETING OF THE HOUSING AUTHORITY OF THE CITY OF MADERA

CALL TO ORDER:

The May 13th, Regular Meeting for the Housing Authority of the City of Madera was called to order by Vice Chair Rodriguez at 6:00 PM.

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 Chair Rodriguez	(In Person at the City of Madera Council Chambers)
Commissioner Cece Gallegos	(In Person at the City of Madera Council Chambers)
Commissioner Steve Montes	(In Person at the City of Madera Council Chambers)
Commissioner Elsa Mejia	(In Person at the City of Madera Council Chambers)
Commissioner Artemio Villegas	(In Person at the City of Madera Council Chambers)
Commissioner Rohi Zacharia	(In Person at the City of Madera Council Chambers)

COMMISSIONERS ABSENT:

Chair Anita Evans

GUESTS/STAFF PRESENT:

HACM Executive Director Blanca Mendoza-Navarro (In Person)
HACM Executive Administrative Assistant Giselle Flores (In Person)
HACM Legal Counsel Christina D. Smith (In Person)
HACM Finance & Administration Manager Djordan Didulo (Via Zoom)
HACM Housing Services Manager Lucia Lopez (In Person)
HACM Maintenance Manager Jared Garza (In Person)
HACM Housing Programs Manager Jared Knittel (In Person)

INVOCATION:

Invocation conducted by Pastor Sam Alvarado III.

PLEDGE OF ALLEGIANCE

Pledge of Allegiance conducted by Commissioner Montes.

APPROVAL OF AGENDA:

Commissioner moved to approve the Agenda with the correction of C-2. Commissioner Montes seconded the motion. The motion passed unanimously.

YAYES: (6) Vice Chair Rodriguez,
Commissioner Cece Gallegos,
Commissioner Elsa Mejia,
Commissioner Steve Montes,
Commissioner Artemio Villegas, and
Commissioner Rohi Zacharia

NOES: (0)

ABSENT: (1) Chair Anita Evans,

ABSTAIN: (0)

PUBLIC COMMENT:

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

A. WORKSHOPS:

None.

B. CONSENT CALENDAR

B-1 Approval of April 20th, 2026, Special Board Meeting Minutes

B-2 Approval of Registered Audited Demands for April 2026

B-3 RESOLUTION No. 1352 of The Housing Authority of the City of Madera to Consider Approval of Updated Employment Development Department Contract.

Commissioner Montes moved to approve the Consent Calendar. Commissioner Gallegos seconded the motion. The motion passed unanimously.

YAYES: (6) Vice Chair Rodriguez,
Commissioner Cece Gallegos,

Commissioner Elsa Mejia,
Commissioner Steve Montes,
Commissioner Artemio Villegas, and
Commissioner Rohi Zacharia

NOES: (0)

ABSENT: (1) Chair Anita Evans,

ABSTAIN: (0)

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

C-1 RESOLUTION No. 1353 of The Housing Authority of the City of Madera to Consider Approval of the Audited Financial Statement for Fiscal Year ending September 30, 2025.

Chad Porter with Smith Marion presented an executive summary of the Housing Authority’s audited financial statements. He reported that the Authority received unmodified, clean opinions on the financial statement audit, the required Government Auditing Standards (Yellow Book) report on internal control and compliance, and the Single Audit related to federal funding compliance. He noted that there were no findings, no material weaknesses, no significant deficiencies, and no instances of fraud or illegal activity. Additionally, there were no prior-year findings to report, management provided full cooperation during the audit process, and no material audit adjustments were required.

Mr. Porter provided an overview of the Agency’s financial position, stating that total assets were approximately \$19 million, including nearly \$12 million in cash. He reported that total liabilities were approximately \$6.8 million, consisting primarily of pension obligations of nearly \$4 million and building-related debt of approximately \$2.5 million. He further explained that total revenues were approximately \$11 million to \$12 million, derived primarily from U.S. Department of Housing and Urban Development (HUD) funding and grants, as well as tenant rental income. Expenses were attributed largely to housing assistance payments under the Section 8 program, in addition to administrative, maintenance, and depreciation costs.

Mr. Porter informed the Board of new HUD requirements affecting the administration and reporting of Public Housing Operating Funds, including annual SF-425 reporting, enhanced tracking of operating subsidy and program income, and prescribed expenditure requirements. He noted that these changes are expected to affect the presentation of operating subsidy in future financial statements and may result in the appearance of a substantial operating loss for accounting presentation purposes, despite no change in the Agency’s overall net position.

In connection with these changes, Mr. Porter also discussed HUD’s Office of Public and Indian Housing (PIH) Notice 2025-20 and related federal cash management requirements. He explained that housing authorities may retain up to \$500 in annual interest earned on federal grant funds, with excess interest required to be remitted as directed by federal regulation. He further stated that operating subsidies and related program income must be carefully tracked and expended in the prescribed order moving forward.

Commissioner Montes moved to approve Item C-1. Commissioner Villegas seconded the motion. The motion passed unanimously.

YAYES: (6) Vice Chair Rodriguez,
Commissioner Cece Gallegos,
Commissioner Elsa Mejia,
Commissioner Steve Montes,
Commissioner Artemio Villegas, and
Commissioner Rohi Zacharia

NOES: (0)

ABSENT: (1) Chair Anita Evans,

ABSTAIN: (0)

C-2 RESOLUTION No. 1351 of The Housing Authority of the City of Madera to Consider Establishing and Reaffirming Ad Hoc Committees of the Board of Commissioners.

Executive Director Blanca Mendoza-Navarro presented the item, explaining that at the prior meeting the Board had already approved the formation of the Real Estate and Property Committee and the Executive Director Evaluation Committee. She noted that the Real Estate Committee includes Vice Chair Rodriguez, Commissioner Montes, and Commissioner Zachariah, and is focused on exploring options for the Agency’s Public Housing (PH) portfolio in light of recent U.S. Department of Housing and Urban Development (HUD) changes. She further explained that the Executive Director Evaluation Committee, composed of the Chair, Vice Chair, and one Commissioner, had been reaffirmed for the current evaluation period.

Ms. Mendoza-Navarro recommended the establishment of two additional Ad hoc committees, including a Capital Fund Projects Committee to provide oversight of capital projects and modernization efforts, and a Finance and Audit Committee to strengthen financial oversight, including review of budgets, grants, audits, and internal controls. She emphasized that all committees would serve in an advisory capacity only, with no independent decision-making authority, and would report back to the full Board. Discussion followed regarding the structure, terms, and composition of the committees. Commissioners discussed the timing of appointments, with consensus to reaffirm committees annually, particularly in alignment with leadership changes. Commissioners also discussed whether to maintain the Madera Rescue Mission Phase 2 Committee as a separate committee or incorporate it into the Real Estate Committee. The Board reached consensus to continue with the Madera Rescue Mission Committee as a standalone committee until completion of that project.

The Board then proceeded with nominations and volunteer appointments. Commissioner Zachariah and Commissioner Gallegos were appointed to the Capital Fund Projects Committee. Commissioners Montes, Villegas, and Vice Chair Rodriguez were appointed to the Finance and Audit Committee. Commissioner Mejia declined additional appointments and will remain on the Madera Rescue Mission Committee, alongside previously appointed members.

Commissioner Montes moved to approve Item C-2. Commissioner Gallegos seconded the motion. The motion passed unanimously.

YAYES: (6) Vice Chair Rodriguez,
Commissioner Cece Gallegos,
Commissioner Elsa Mejia,
Commissioner Steve Montes,
Commissioner Artemio Villegas, and
Commissioner Rohi Zacharia

NOES: (0)

ABSENT: (1) Chair Anita Evans,

ABSTAIN: (0)

C-3 RESOLUTION No. 1354 of The Housing Authority of the City of Madera to Consider appointment of Board members to Madera Affordable Housing Corporation non-profit after vacancies.

Legal Counsel Christina presented the item and explained that there are currently two vacant seats on the Madera Affordable Housing Corporation Board, along with three existing seats set to expire within three days. She clarified that the Board must determine how to proceed with reappointments and filling vacancies.

The current members serving are Chair Evans, Commissioner Mejia, and Maddie Mendez, all of whose terms are expiring. She further noted that the Board may appoint up to three Commissioners to serve, with a total board composition of five members, including at least two non-commissioners. Discussion followed regarding prior nominations and board composition requirements. It was noted that two community members, Monica Bravo and Cindy Wilson, had previously expressed interest and were willing to serve. Commissioner Montes had also been nominated at a prior meeting. Commissioners discussed maintaining compliance with the requirement for non-commissioner representation and the practical implications of adding additional Commissioners, which would require removing one of the current or proposed non-commissioner members.

Further discussion included consideration of aligning appointments with Board leadership roles and maintaining continuity. Commissioners also acknowledged that the nonprofit board has not been actively meeting and would need to be reestablished to support upcoming housing initiatives, with terms expected to be two years. Following discussion, nominations were made to reconstitute the board. A motion was made to appoint Commissioner Montes, Vice Chair Rodriguez (soon to be Chair), Maddie Mendez of CAPMC, and community members Monica Bravo and Cindy Wilson to the Madera Affordable Housing Corporation Board.

Commissioner Gallegos moved to approve Item C-3. Commissioner Mejia seconded the motion. The motion passed unanimously.

YAYES: (6) Vice Chair Rodriguez,
Commissioner Cece Gallegos,
Commissioner Elsa Mejia,
Commissioner Steve Montes,
Commissioner Artemio Villegas, and
Commissioner Rohi Zacharia

NOES: (0)

ABSENT: (1) Chair Anita Evans,

ABSTAIN: (0)

C-4 RESOLUTION No. 1355 of The Housing Authority of the City of Madera to Approve the Updated Procurement Policy.

Executive Director Blanca Mendoza-Navarro presented Item C-4, stating that the updated procurement policy is intended to modernize the Housing Authority's procurement procedures, ensure continued U.S. Department of Housing and Urban Development (HUD) compliance, strengthen internal controls, and improve audit readiness. She noted that the policy was last updated on July 10, 2024, and incorporates significant revisions aligned with updated federal requirements under the Uniform Guidance.

Ms. Mendoza-Navarro explained that HUD had not substantially revised its procurement guidance since 2007, and recent updates reflect changes in federal standards, including procurement thresholds, documentation requirements, internal controls, Section 3 compliance, and Build America, Buy America provisions. She highlighted that the simplified acquisition threshold has increased from \$150,000 to \$350,000, and that while federal thresholds have changed, the Agency will continue to follow the most restrictive standards where state and federal rules differ.

She further outlined key policy enhancements, including the addition of independent cost estimate requirements, strengthened cost and price analysis procedures, expanded documentation standards, and mandatory verification checks and HUD debarment listings. Additional provisions were included to enhance contractor oversight, formalize inspection and monitoring procedures, and address non-performance.

Ms. Mendoza-Navarro also described updates related to Section 3 requirements, including tracking of labor hours and encouraging employment of public housing residents, as well as compliance with Build America, Buy America requirements for applicable federally funded infrastructure projects. She noted improvements to procurement file management, including standardized checklists to support audit readiness, and clarified procedures for surplus property disposal and asset control, including board approval thresholds.

She concluded that the updated policy strengthens compliance, transparency, and operational efficiency while supporting the Authority's long-term development and modernization goals, and recommended Board approval of the updated procurement policy.

Commissioner Montes moved to approve Item C-4. Commissioner Villegas seconded the motion. The motion passed unanimously.

YAYES: (6) Vice Chair Rodriguez,
Commissioner Cece Gallegos,
Commissioner Elsa Mejia,
Commissioner Steve Montes,
Commissioner Artemio Villegas, and
Commissioner Rohi Zacharia

NOES: (0)

ABSENT: (1) Chair Anita Evans,

C-5 INFORMATIONAL ITEM: of the Housing Authority of the City of Madera Annual Plans, i.e. Administrative Plan, Admission and Continued Occupancy (ACOP) Plan FY 2026-2027.

HACM Executive Director Blanca Mendoza-Navarro presented an overview of the Agency’s annual agency plans, which are required to be updated and submitted to HUD each year. She explained that the current five-year plan, adopted in July 2024 for fiscal years 2025–2029, outlines the Authority’s long-term strategic goals, while the annual plan provides detailed updates on progress, policy changes, operational activities, and funding allocations for the upcoming fiscal year. She noted that the Housing Authority continues to maintain a high performer designation.

Ms. Mendoza-Navarro reviewed the required process and timeline, including ongoing internal planning, public notice and comment, Resident Advisory Board input, and final Board approval prior to submission to HUD by the July 17th deadline. She stated that public notice would be issued in May, with draft plans made available for public review, followed by resident engagement in June and formal Board consideration in July.

She provided an overview of the Administrative Plan and ACOP, explaining that both documents establish policies governing program operations, eligibility, admissions, and continued occupancy for the Housing Choice Voucher and public housing programs. She noted that staff regularly reviews HUD notices and regulatory guidance to identify required and discretionary policy updates and is working to align policies across both programs for consistency.

Ms. Mendoza-Navarro discussed proposed updates to the plans, including incorporating additional language related to redevelopment and repositioning strategies such as RAD, Section 18 disposition, and Faircloth authority. She explained that these changes are intended to position the Authority to explore future development opportunities and preserve its ability to expand affordable housing, particularly in light of potential federal policy changes affecting unit caps.

She also summarized key policy updates, including changes to leasing procedures, inspections, rent reasonableness, portability, reexaminations, and compliance requirements under HOTMA. Additional updates include strengthened fraud prevention measures, enhanced tenant protections under VAWA, improved documentation standards, and clearer processes for program administration. Updates to the ACOP similarly align with federal requirements and include revisions to eligibility, leasing, emergency transfers, grievance procedures, and fair housing compliance, including language access services for non-English-speaking participants.

Ms. Mendoza-Navarro provided an overview of the Agency’s current housing portfolio, noting that it manages 244 Public Housing (PH) units and administers 804 Housing Choice Vouchers (HCV), with a goal of expanding affordable housing opportunities in the future. She concluded by outlining next steps,

including public review, public hearing, Board consideration, and final submission of the plans to HUD.

C-6 DISCUSSION ITEM: Commissioner Request – Discussion item regarding the Housing Authority of the City of Madera’s 9/80 Compressed Workweek Schedule.

Executive Director Blanca Mendoza-Navarro presented the item, noting it was requested by Commissioner Gallegos at a prior meeting and previously tabled. She explained that the Agency’s 9/80 compressed workweek schedule was originally adopted in 2004 and last revised in 2013, and she requested Board discussion and direction.

Commissioner Gallegos expressed concern regarding the Agency being closed every other Friday, emphasizing the importance of accessibility and consistent service to residents. She suggested exploring a modified approach that would maintain a 9/80 schedule while keeping the agency open five days per week through a staggered employee schedule. Other Commissioners acknowledged the potential benefits of the compressed schedule for staff but also discussed its impact on public access and service delivery, particularly for a vulnerable population.

Ms. Mendoza-Navarro provided clarification on how the current 9/80 schedule operates and noted that while Fridays tend to be slower service days, the agency provides alternative options such as drop boxes, online services, and on-call staff availability. She also indicated that implementing a staggered schedule could present operational challenges due to the agency’s smaller staff size, though she was open to further evaluation.

Commissioners discussed the need to balance employee benefits with public accessibility and considered whether a staggered schedule could be feasible. Additional comments reflected a desire for more information on how services may be impacted, as well as whether any measurable concerns or service gaps currently exist.

Vice Chair Rodriguez concluded the discussion by emphasizing the need for a data-driven and neutral approach before making any changes to the current schedule. He suggested that staff conduct an assessment or survey to evaluate service levels, community needs, and any impacts related to the current 9/80 schedule. The Board provided general consensus to maintain the current schedule at this time and to pursue further evaluation before considering any modifications.

D. WRITTEN COMMUNICATIONS:

No written communications were received.

E. ADMINISTRATIVE REPORTS:

Executive Director Blanca Mendoza-Navarro presented the monthly administrative report, providing updates on program utilization, operations, and maintenance activities. She reported that the number of Housing Choice Vouchers (HCV) has decreased from 694 issued in the prior year to 599, reflecting a reduction of 95 vouchers. She explained that the Housing Authority remains in shortfall status and continues to implement preventative measures and has not yet received direction from the U.S. Department of Housing and Urban Development (HUD) regarding the resumption of voucher issuance. Although the Authority received a similar budget authority of approximately \$6.5 million, she noted that rising per-unit costs may continue to impact the ability to serve additional households.

Ms. Mendoza-Navarro stated that Housing Assistance Payments (HAP) have decreased over the past year, and the waiting list for vouchers remains closed due to current limitations. In the public housing program, vacancies have decreased from seven (7) to three (3) units, reflecting improved occupancy; however, demand continues to rise, with the waiting list increasing by 316 applicants and totaling over 3,000 families. She emphasized the continued need to expand the Authority's housing portfolio to meet demand.

In the Farm Labor Housing (FML) program, she reported 100 percent occupancy, with a slight decrease in vacancies compared to the previous year, and an increase in the waiting list. She noted similar demand pressures within that program.

Ms. Mendoza-Navarro also provided updates on maintenance operations, reporting a decrease in open work orders and improved average completion times for public housing units. In FML although open work orders remain higher due to ongoing inspections and onboarding of new staff, overall maintenance activity reflects continued progress in addressing unit needs. She concluded her report without additional action required.

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

F. EXECUTIVE DIRECTOR REPORT:

Executive Director Blanca Mendoza-Navarro presented the Executive Director report, summarizing departmental updates and program activity. She reported that while the Housing Choice Voucher (HCV) program remains in shortfall status and is not currently issuing new vouchers, the Agency continues to house participants under the VASH program, with 38 individuals successfully housed and additional vouchers recently issued to applicants beginning their housing search. She also noted that the Emergency Housing Voucher (EHV) program remains impacted by funding limitations; however, previously returned funds are being reallocated by HUD to assist agencies in shortfall, and the Authority is seeking additional funding support to sustain the program.

Ms. Mendoza-Navarro provided an update on Pomona operations, including ongoing rodent abatement efforts, annual inspections, and preparations for the upcoming occupancy season. She stated that 45 units are ready for occupancy, with a small number remaining, and noted efforts to recover outstanding tenant balances. She also reported that prior Board-approved write-offs had been completed and that maintenance continues to address equipment and infrastructure needs.

She stated that Public Housing (PH) and FML staff continue to focus on certifications, while the Finance Department has completed the annual audit and is currently working on mid-year budget adjustments and preparation for the upcoming fiscal year budget, along with required reporting to funding agencies. Maintenance staff remain engaged in inspections and operational support, including temporarily filling a higher-level position to address staffing needs.

Ms. Mendoza-Navarro further reported that administrative efforts are focused on updating agency plans and policies, with submission to HUD scheduled for July. She noted that staff have participated in training opportunities, including webinars focused on housing repositioning strategies and program compliance, and are evaluating the Agency's portfolio with its fee accountant for future development opportunities.

She concluded by informing the Board of upcoming conference opportunities, including the NAHRO conference in July and the National Conference in October, which may require adjustments to the Board's meeting schedule. She stated that additional information would be brought back for Board consideration.

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

G. COMMISSIONER REPORTS:

1. Commissioner Zacharia shared an update recognizing a local robotics team that achieved the distinction of becoming four-time world champions. He expressed pride in the community's accomplishment and announced that the team is scheduled to be recognized at the May 20 meeting to receive a proclamation. He invited those interested to attend the meeting and show support for the team.
2. Commissioner Gallegos had nothing to report.
3. Commissioner Montes expressed appreciation to the newly appointed Madera Affordable Housing Corporation (MAHC) Board members and thanked them for their patience throughout the appointment process. He acknowledged their attendance and participation during the meeting, noting that it provided them with an opportunity to observe the Board's proceedings and gain an understanding of expectations for their roles moving forward. He concluded his report with appreciation for their commitment.
4. Commissioner Villegas had nothing to report.
5. Commissioner Mejia reported that the audiovisual system issue that had previously prevented participation in a recent City Council meeting has now been resolved. She also congratulated the newly appointed board members and welcomed their involvement.

She expressed her condolences to the family and friends of former Commissioner and Board Chair Santos Garcia on his passing.

Commissioner Mejia further requested Board support to bring back a future discussion item regarding the process for addressing community concerns brought before the Board. She indicated a desire for Commissioners to receive follow-up information on whether issues raised by the public have been addressed, in order to ensure accountability and provide reassurance that community concerns are being properly handled.

6. Vice Chair Rodriguez expressed his condolences on the passing of former Board Chair and Mayor Santos Garcia, acknowledging his contributions to both the City and the Housing Authority and extending sympathies to his family.

He also recognized and welcomed Cynthia Wilson and Monica Bravo as members of the Madera Affordable Housing Corporation Board, expressing appreciation for their participation and noting he looked forward to their involvement moving forward.

H. CLOSED SESSION: Attorney Christina D. Smith

Pursuant to CA Govt. Code 54957(b), the Board of Commissioners temporarily adjourned from the open session and met in closed session at 6:45 p.m. regarding the following:

H-1: Discussion of litigation matters pursuant to CA Govt. Code Sections listed below:

- A. Public Employee Performance Evaluation: CA Govt. Code Section 54957 (b)
 - Annual evaluation of Executive Director
- B. Conference with Real Property Negotiations (§ 54956.8)
 - Property: Vacant Land 320 & 324 North D Street
 - Negotiator: Executive Director, Blanca Mendoza-Navarro
 - Negotiating Parties: Louie Fimbrez, Owner
 - Under Negotiation: Price, terms of payment

Upon resuming open session, Attorney Christina D. Smith stated that there is no reportable action.

I. ADJOURNMENT:

Vice Chair Rodriguez announced the next regularly monthly scheduled meeting of the Board of Commissioners will be held on Wednesday June 10th at 6:00 p.m., in the City of Madera Council Chambers.

The meeting was adjourned at 8:40 p.m.

CERTIFICATE OF THE BOARD OF COMMISSIONERS

The undersigned hereby certifies that the foregoing May 13th , 2026 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 June 10th , where a quorum was present in accordance with the HACM Bylaws.

Executed on this 4th day of June 2026.

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

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

CORRECTED MINUTES OF THE APRIL 20, 2026 SPECIAL BOARD MEETING OF THE HOUSING AUTHORITY OF THE CITY OF MADERA

CALL TO ORDER:

The April 20th, Special Board Meeting for the Housing Authority of the City of Madera was called to order by Chair Evans at 6:03 PM.

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:

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 Steve Montes	(In Person at the City of Madera Council Chambers)
Commissioner Elsa Mejia	(In Person at the City of Madera Council Chambers)
Commissioner Artemio Villegas	(In Person at the City of Madera Council Chambers)
Commissioner Rohi Zacharia	(In Person at the City of Madera Council Chambers)

COMMISSIONERS ABSENT:

Vice Chair Rodriguez
Commissioner Cece Gallegos

GUESTS/STAFF PRESENT:

HACM Executive Director Blanca Mendoza-Navarro (In Person)
HACM Executive Administrative Assistant Giselle Flores (In Person)
HACM Legal Counsel Megan Crouch (In Person)
HACM Maintenance Manager Jared Garza (In Person)
HACM Housing Programs Manager Jared Knittel (In Person)
HACM Office Assistant, Nancy Reyes (In Person)

INVOCATION:

Resolution #1346 changed to #1360. See page 3.

Invocation conducted by Commissioner Villegas.

PLEDGE OF ALLEGIANCE

Pledge of Allegiance conducted by Commissioner Montes.

APPROVAL OF AGENDA:

Commissioner Villegas moved to approve the Agenda. Commissioner Montes seconded the motion. The motion passed unanimously.

YAYES: (5) Chair Anita Evans,
Commissioner Cece Gallegos,
Commissioner Steve Montes,
Commissioner Artemio Villegas, and
Commissioner Rohi Zacharia

NOES: (0)

ABSENT: (2) Vice Chair Rodriguez,
Commissioner Elsa Mejia,

ABSTAIN: (0)

PUBLIC COMMENT:

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

A. WORKSHOPS:

A-1 FY 2025-2026 – Second Quarter Operating Results – Blanca Mendoza-Navarro

HACM Executive Director, Blanca Mendoza-Navarro presented the Second Quarter Operating Results for FY 2025-2026 as a workshop presentation to the Board of Commissioners.

Ms. Mendoza-Navarro reviewed the Revolving Fund and reported a small operating deficit, primarily due to costs that occur earlier in the fiscal year, such as software and audit expenses. Revenues were slightly higher than expected, mainly due to higher interest earnings, while expenses were slightly above budget due to administrative costs and unit turnover activity.

She reported that the Public Housing (PH) fund is generally on track. Although federal operating funding was reduced due to higher rental income, revenues remain stable overall. Expenses were under budget at this time, largely due to timing, and are expected to increase

later in the fiscal year as maintenance, inspections, and other costs occur. Current variances were attributed to timing, with revenues and expenses expected to align as the year progresses.

Ms. Mendoza-Navarro explained that the Family Self-Sufficiency (FSS) fund is grant-based and revenues are received as expenses are paid.

For the Farm Labor (FML) program, she noted that revenues and expenses are slightly under budget due to vacancies and the timing of maintenance and capital-related work. Additional repairs and inspections are anticipated in the coming months.

She then reviewed the Pomona Ranch fund and explained that it operates primarily as a reimbursement program and does not reflect a full year of activity at this point. Revenues and expenses were reported as consistent with expectations.

Ms. Mendoza-Navarro also presented the Housing Choice Voucher (HCV) fund, noting that the program is tracking close to budget. She reported that additional federal funding received earlier in the fiscal year helped offset a projected shortfall. Expenses are expected to align with projections as payments continue throughout the year.

Lastly, she reviewed the Public Housing Capital Improvement Fund and reported that HACM has begun using these restricted funds now that the agency is no longer in troubled status. Several capital projects are planned or underway, with spending expected to increase as work progresses.

B. CONSENT CALENDAR

- B-1** Approval of the February 11th, 2026 Regular Board Meeting Minutes
- B-2** Approval of the March 25th, 2026 Special Board Meeting Minutes
- B-3** Approval of the Registered Audited Demands for February 2026.
- B-4** Approval of Registered Audited Demands for March 2026.
- B-5** **RESOLUTION No. 1344** of The Housing Authority of the City of Madera to Consider Approval of Updated Salary Schedule Related to California Minimum Wage Compliance.
- B-6** **RESOLUTION No. 1360** of the Housing Authority of the City of Madera Consideration of Approval of Second Quarter Schedule of Accounts Chargeable to Collections Losses for Pomona Ranch Migrant program (write offs).
- B-7** **RESOLUTION No. 1347** of the Housing Authority of the City of Madera consideration of approval of Second quarter schedule of accounts chargeable to collections losses for Public Housing (write offs).
- B-8** **Approval of Out-of-State Travel Training:**

- NAHRO Summer Symposium - Nashville, TN- 07/14/2026 – 07/17/2026
 - Blanca Mendoza-Navarro, Executive Director

Commissioner Montes moved to approve the Consent Calendar. Commissioner Zacharia seconded the motion. The motion passed unanimously.

YAYES: (4) Chair Anita Evans,
Commissioner Steve Montes,
Commissioner Artemio Villegas, and
Commissioner Rohi Zacharia

NOES: (0)

ABSENT: (3) Vice Chair Rodriguez,
Commissioner Elsa Mejia,
Commissioner Cece Gallegos

ABSTAIN: (0)

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

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

C-1 RESOLUTION No. 1348 of The Housing Authority of the City of Madera to Consider Approval of new/updated Fraud Policy.

HACM Executive Director, Blanca Mendoza-Navarro presented Item C-1, Resolution No. 1348, for consideration and approval of a new and updated Fraud, Waste, and Abuse Policy.

Ms. Mendoza-Navarro explained that while the Agency previously had a fraud policy in place, staff conducted a comprehensive update to reflect current expectations for public agencies. She stated that the revised policy expands and clarifies standards related to fraud, waste, and abuse across all housing authority programs.

She noted that although similar requirements already exist within HACM’s administrative documents, the updated policy establishes a single, agency-wide framework that applies to Commissioners, staff, residents, program participants, and landlords.

Ms. Mendoza-Navarro summarized that the policy provides clear definitions of fraud, waste, and abuse; outlines roles and responsibilities of the Board, Executive Director, and staff; establishes reporting and whistleblower protections; and describes investigation procedures, internal controls, and examples of prohibited conduct, including misuse of time and resources.

Staff recommended approval of the updated Fraud, Waste, and Abuse Policy as presented.

Commissioner Zacharia moved to approve the Item C-1. Commissioner Montes seconded the motion. The motion passed unanimously.

YAYES: (4) Chair Anita Evans,
Commissioner Steve Montes,
Commissioner Artemio Villegas, and
Commissioner Rohi Zacharia

NOES: (0)

ABSENT: (3) Vice Chair Rodriguez,
Commissioner Elsa Mejia,
Commissioner Cece Gallegos

ABSTAIN: (0)

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

C-2 RESOLUTION No. 1349 of The Housing Authority of the City of Madera to Consider Approval of new Automated Clearing Housing (ACH) Risk Management Policy.

HACM Executive Director, Blanca Mendoza-Navarro presented Item C-2, Resolution No. 1349, for consideration and approval of a new Automated Clearing House (ACH) Risk Management Policy.

Ms. Mendoza-Navarro explained that this is a new policy required for agencies and businesses that send or receive ACH payments. She noted that HACM both sends and receives ACH transactions, including payments related to payroll and purchasing.

She stated that the policy is based on the National Automated Clearing House Association (NACHA) 2026 Risk Management Rule Enhancements, which expand fraud monitoring and risk management requirements for ACH transactions. The policy outlines requirements for monitoring both outgoing and incoming ACH payments and ensuring transactions are properly handled and coded.

Ms. Mendoza-Navarro summarized that key elements of the policy include transaction monitoring, internal controls, annual risk assessments, reporting procedures for suspected fraud or system issues, staff training requirements, vendor compliance expectations, and recordkeeping standards.

She noted that the new requirements apply broadly to financial activity, including in the public sector, and that adoption of the policy will ensure HACM's compliance with upcoming implementation deadlines. Staff recommended approval of the ACH Risk Management Policy in advance of the applicable 2026 compliance date.

Commissioner Zacharia moved to approve the Item C-2. Commissioner Villegas seconded the motion. The motion passed unanimously.

YAYES: (4) Chair Anita Evans,
Commissioner Steve Montes,
Commissioner Artemio Villegas, and
Commissioner Rohi Zacharia

NOES: (0)

ABSENT: (3) Vice Chair Rodriguez,
Commissioner Elsa Mejia,
Commissioner Cece Gallegos

ABSTAIN: (0)

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

C-3 RESOLUTION No. 1350 of The Housing Authority of the City of Madera to Consider Approval of new Active Shooter Policy.

HACM Executive Director, Blanca Mendoza-Navarro presented Item C-3, Resolution No. 1350, for consideration and approval of a new Active Shooter Policy.

Ms. Mendoza-Navarro explained that HACM does not currently have a formal policy addressing active shooter situations and that this policy is part of a broader effort to strengthen agency safety procedures and emergency preparedness. She stated that while the policy is not required by HUD, it is strongly recommended by federal agencies as a best practice for public agencies.

She noted that the policy establishes a framework for preparing for, responding to, and recovering from potential active shooter incidents across HACM facilities and programs. The policy incorporates nationally recognized safety practices, including response protocols, staff training, coordination with law enforcement, emergency communication procedures, and post-incident review processes.

Ms. Mendoza-Navarro added that adoption of the policy would support HACM's overall safety planning efforts and enhance staff readiness in emergency situations. She also noted that HACM has an existing memorandum of understanding with the Madera Police Department, which will support future training and coordination efforts.

Staff recommended approval of the Active Shooter Policy as presented.

Commissioner Montes moved to approve the Item C-3. Commissioner Zacharia seconded the motion. The motion passed unanimously.

YAYES: (4) Chair Anita Evans,
Commissioner Steve Montes,
Commissioner Artemio Villegas, and
Commissioner Rohi Zacharia

NOES: (0)

ABSENT: (3) Vice Chair Rodriguez,
Commissioner Elsa Mejia,
Commissioner Cece Gallegos

ABSTAIN: (0)

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

C-4 RESOLUTION No. 1351 of The Housing Authority of the City of Madera to Consider Establishing and Reaffirming Ad Hoc Committees of the Board of Commissioners.

HACM Executive Director, Blanca Mendoza-Navarro presented Item C-4, Resolution No. 1351, for consideration of establishing and reaffirming Ad-Hoc Committees of the Board of Commissioners.

HACM Executive Director, Blanca Mendoza-Navarro presented Item C-4, Resolution No. 1351, for consideration of establishing and reaffirming Ad-Hoc Committees of the Board of Commissioners.

Ms. Mendoza-Navarro explained that the purpose of the item was to support agency planning, operations, and oversight by forming temporary committees composed of Board members. She noted that proposed Ad-Hoc Committees could assist with capital projects, financial and audit oversight, real estate and property matters, and the Executive Director evaluation process in order to strengthen oversight and support timely decision-making.

Following Board discussion, some portions of Resolution No. 1351 were tabled to the next Board meeting for further consideration of appointments to the Capital Fund and Budget Committees. The Board approved a motion to establish the Real Estate/Property Ad-Hoc Committee, appointing Commissioners Rodriguez, Montes, and Zacharia to serve as members. The Board also agreed to keep the Chair, Vice Chair, and one (1) Commissioner on the Executive Director Evaluation Ad Hoc Committee. The current members are Chair Evans, Vice Chair Rodriguez, and Commissioner Zacharia.

Commissioner Montes moved to approve the above. Commissioner Zacharia seconded the motion. The motion passed unanimously.

YAYES: (4) Chair Anita Evans,
Commissioner Steve Montes,
Commissioner Artemio Villegas, and
Commissioner Rohi Zacharia

NOES: (0)

ABSENT: (3) Vice Chair Rodriguez,

Commissioner Elsa Mejia,
Commissioner Cece Gallegos

ABSTAIN: (0)

C-5 DISCUSSION ITEM: Discussion regarding the appointment of Board members to Madera Affordable Housing Corporation non-profit after vacancies.

HACM Legal Counsel, Megan Crouch, presented a discussion item regarding the appointment of Board members to the Madera Affordable Housing Corporation nonprofit board.

Ms. Crouch explained that she reviewed the nonprofit's records and noted that the corporation could be useful in the future, particularly for property acquisition and related activities. She reported that several board seats are currently vacant or nearing expiration, which has limited the nonprofit's ability to take action. While some existing appointments remain valid through mid-May 2026, additional vacancies have made it difficult to maintain continuity.

She advised that appointing or reappointing board members would restore functionality, but stated that she brought the matter forward as a discussion item to receive direction from the Board rather than proposing specific appointments. Ms. Crouch noted that board members may include Commissioners as well as community members, consistent with past practice, and referenced prior members as examples.

Ms. Crouch requested general guidance from the Board on whether to reappoint current members, appoint new members, or bring back recommendations at a future meeting for formal action. Commissioner Montes expressed interest in serving on the MAHC Board. There were also two (2) community members nominated, Cindy Wilson and Monica Bravo. The Board provided direction to contact the nominee and bring this item back to the Board of Commissioners.

C-6 DISCUSSION ITEM: Commissioner Request – Discussion item regarding the Housing Authority of the City of Madera's 9/80 Compressed Workweek Schedule.

HACM Executive Director, Blanca Mendoza-Navarro presented Item C-6 as a discussion item regarding the Housing Authority of the City of Madera's 9/80 compressed workweek schedule, requested by Commissioner Gallegos.

Ms. Mendoza-Navarro explained that the 9/80 schedule was originally adopted by Resolution No. 715 in 2004 and was last revised in 2013. She noted that the schedule has been in place for approximately 22 years. She stated that the item was brought forward by a Commissioner that was not present for discussion, as no specific direction or proposed changes had been provided at this time.

Ms. Mendoza-Navarro indicated that the Board could choose to discuss the matter further or bring it back at a future meeting for more defined direction.

Following discussion, the Board directed staff to bring the item back to a future Board meeting for further consideration and discussion.

C-7 INFORMATIONAL ITEM: California Association of Housing Authorities (CAHA) update.

HACM Executive Director, Blanca Mendoza-Navarro provided an informational update regarding recent legislative conferences she attended on behalf of the Housing Authority. Ms. Mendoza-Navarro reported on her participation in the California Association of Housing Authorities (CAHA) Legislative Conference in Sacramento and a national housing conference in Washington, D.C. She explained that both conferences focused on state and federal legislative processes, emphasizing early engagement with legislators and relationship-building to support housing-related initiatives.

She shared that discussions included state priorities related to housing production, homelessness, and affordability, as well as the increasing use of data transparency and performance tracking for housing authorities. Ms. Mendoza-Navarro noted that new reporting requirements are being implemented statewide and HACM complied with all required reporting timelines.

Additionally, she described participating in discussions and panel sessions addressing challenges faced by small and rural housing authorities, including staffing limitations and the need to collaborate with partners and other agencies. She also reported on advocacy efforts and meetings with state and federal representatives to discuss housing issues affecting rural communities.

Ms. Mendoza-Navarro concluded that the conferences provided valuable information, advocacy opportunities, and networking benefits. The item was presented for informational purposes only.

D. WRITTEN COMMUNICATIONS:

No written communications were received.

E. ADMINISTRATIVE REPORTS:

HACM Executive Director, Blanca Mendoza-Navarro presented the Administrative Reports, providing an overview of leasing activity, occupancy, waiting lists, and work order status for the past three months.

Ms. Mendoza-Navarro reported on the Housing Choice Voucher (HCV) program, noting that HACM is currently allocated 804 vouchers but remains under shortfall status due to limited funding authority. As a result, no new vouchers are being issued at this time. The program is operating at approximately 75 percent lease-up, with 603 vouchers currently in use and 269 families remaining on the waiting list.

For Public Housing (PH), Ms. Mendoza-Navarro reported two (2) current vacancies and a growing waiting list totaling 3,158 applicants. In the Farm Labor Housing (FML) program, she reported no current vacancies and a waiting list of 19 families, noting that recent vacancies were successfully turned over.

Ms. Mendoza-Navarro also provided an update on maintenance activity. She reported that open work orders for PH and FML averaged between 14 and 26 days. She noted an increase in inspections for the

FML program in preparation for an upcoming HCV inspection, which has resulted in additional work orders.

Lastly, Ms. Mendoza-Navarro presented a year-to-date comparison, noting a decrease in the number of families assisted through the HCV program and reduced housing assistance payments due to the ongoing shortfall. She also reported reduced vacancies and a slight increase in public housing waiting list activity, as well as a decrease in overall work orders across programs.

F. EXECUTIVE DIRECTOR REPORT:

HACM Executive Director, Blanca Mendoza-Navarro presented a brief Executive Director's Report summarizing current program updates and agency activities.

Ms. Mendoza-Navarro reported ongoing coordination with the Department of Veterans Affairs for the VASH program, noting that 36 veterans are currently housed out of 54 allocated vouchers. She stated that staff continues to work closely with the VA to house additional participants as applications are received.

She provided an update on the Emergency Housing Voucher (EHV) program, noting that staff is continuing to seek guidance on potential transitions to the Housing Choice Voucher (HCV) program and is requesting any available shortfall funding. Participation is being managed on a month-to-month basis.

Ms. Mendoza-Navarro reported that the Office of Migrant Staff (OMS) attended the OMS Contractors and Managers meeting in Sacramento, CA, with follow-up discussions to be scheduled. She noted that the Family Self-Sufficiency (FSS) program continues to enroll new families. For the Pomona program, she reported that staff is completing maintenance and inspections in preparation for the upcoming season.

She briefly reviewed training and professional development activities, noting attendance at the NAHRO conference in Washington, D.C., and participation by the Board Chair. She also reported an upcoming annual meeting with the agency's workers' compensation provider.

Ms. Mendoza-Navarro informed the Board that plans are underway to budget for Board member attendance at the 2026 National NAHRO Conference scheduled for October in Denver, encouraging participation while noting attendance would be optional.

G. COMMISSIONER REPORTS:

1. Commissioner Zacharia had nothing to report.
2. Commissioner Montes had nothing to report.
3. Commissioner Villegas had nothing to report.
4. Chair Evans reported on her attendance at the NAHRO Conference in Washington, D.C. She encouraged other Commissioners to consider attending future conferences, noting that many of the topics discussed at Board meetings are addressed in detail at the national level. She also referenced continued emphasis at the conference on the importance of resident commissioners and noted that this remains an area of focus under current recommendations

H. CLOSED SESSION: Attorney Megan Crouch

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

H-1: Discussion of litigation matters pursuant to CA Govt. Code Sections listed below:

- A. Conference with Legal Counsel – Anticipated Litigation
 - Significant exposure to litigation pursuant to § 54956.9(b): 2 cases
- B. Conference with Real Property Negotiations (§ 54956.8)
 - Property: 210/212 N C, 412 E 4th, Madera Apts Agency
 - Negotiator: Executive Director, Blanca Mendoza-Navarro
 - Negotiating Parties: Rick Amerine, Director of Cushman & Wakefield
 - Under Negotiation: Price, terms of payment
- C. Conference with Real Property Negotiations (§ 54956.8)
 - Property: Vacant Land 320 & 324 North D Street
 - Negotiator: Executive Director, Blanca Mendoza-Navarro
 - Negotiating Parties: Louie Fimbrez, Owner
 - Under Negotiation: Price, terms of payment

Upon resuming open session, Attorney Megan Crouch stated that there is no reportable action.

I. ADJOURNMENT:

Chair Evans announced the next regularly monthly scheduled meeting of the Board of Commissioners will be held on Wednesday, May, 13th, 2026 at 6:00 p.m., in the City of Madera Council Chambers.

The meeting was adjourned at 7:40 p.m.

CERTIFICATE OF THE BOARD OF COMMISSIONERS

The undersigned hereby certifies that the foregoing April 20th, 2026 Special 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 May 7th, 2026 where a quorum was present in accordance with the HACM Bylaws.

Executed on this 8th day of May 2026.

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

RESOLUTION NO. 1360

RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF MADERA APPROVING THE WRITE OFF OF \$24.36 IN UNCOLLECTABLE CHARGES FOR THE HOUSING AUTHORITY'S POMONA RANCH MIGRANT HOUSING PROGRAM.

A. **WHEREAS**, the Housing Authority for the City of Madera's Pomona Ranch Migrant Housing Programs' Schedule of Accounts reflects uncollectable charges in the amount of \$24.36 ("Charges");

B. **WHEREAS**, the Housing Authority's Executive Director and staff is of the good faith opinion that they have diligently attempted to collect such charges without any success; and

C. **WHEREAS**, in light of the fact that there is no likelihood that such charges will be collected, the Housing Authority's Executive Director and staff recommend that the Housing Authority write-off such charges as "uncollectable debt".

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 Grant of the Authority to the Housing Authority's Executive Director to Write-Off \$24.36 of Uncollectable Pomona Ranch Migrant Housing Program Debt. The Housing Authority's Board of Commissioners has considered and herein authorizes the Housing Authority's Executive Director to Write Off \$24.36 of Uncollectable Pomona Ranch Migrant Housing Program Charges.

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 20th day of April 2026, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Chair Anita Evans

ATTEST:

Executive Director
Blanca Mendoza-Navarro

Giselle Flores, Clerk for the Housing Authority of the City of Madera, herein attests or certifies, as a witness to a board meeting held on April 20th, 2026, 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 Assistant

Approved as to Legal Form:

Megan Crouch, Legal Counsel

Payment Summary

Bank=revfund AND mm/yy=05/2026-05/2026 AND All Checks=Yes AND Include Voids=All Checks

Bank	Check#	Vendor	Check Date	Post Month	Total Amount	Date Reconciled
revfund - WF Revolving Fund	240	mis02 - MISSIONSQUARE-303376	04/03/2026	05/2026	4,913.13	
revfund - WF Revolving Fund	241	mis02 - MISSIONSQUARE-303376	05/08/2026	05/2026	4,880.84	
revfund - WF Revolving Fund	242	pub01 - CA PUBLIC EMPLOYEES' RETIREMENT ...	05/08/2026	05/2026	8,775.20	
revfund - WF Revolving Fund	243	pub01 - CA PUBLIC EMPLOYEES' RETIREMENT ...	05/08/2026	05/2026	8,739.45	
revfund - WF Revolving Fund	244	usbank001 - U.S. Bank National Association	05/08/2026	05/2026	7,405.65	
revfund - WF Revolving Fund	245	mis02 - MISSIONSQUARE-303376	05/22/2026	05/2026	4,925.28	
revfund - WF Revolving Fund	246	mis02 - MISSIONSQUARE-303376	05/08/2026	05/2026	4,907.27	
revfund - WF Revolving Fund	247	pub01 - CA PUBLIC EMPLOYEES' RETIREMENT ...	05/08/2026	05/2026	8,806.69	
revfund - WF Revolving Fund	248	usbank001 - U.S. Bank National Association	05/11/2026	05/2026	2,094.10	
revfund - WF Revolving Fund	48399	aff01 - AFFORDABLE HOUSING NETWORK	05/08/2026	05/2026	750.00	
revfund - WF Revolving Fund	48400	att06 - AT&T CALNET	05/08/2026	05/2026	411.35	
revfund - WF Revolving Fund	48401	bct00 - BCT CONSULTING, INC.	05/08/2026	05/2026	763.73	
revfund - WF Revolving Fund	48402	chw01 - C.H.W.C.A.	05/08/2026	05/2026	841.00	
revfund - WF Revolving Fund	48403	DIA01 - DIAMOND COMMUNICATION,INC	05/08/2026	05/2026	708.50	
revfund - WF Revolving Fund	48404	hartford - THE HARTFORD	05/08/2026	05/2026	1,964.20	
revfund - WF Revolving Fund	48405	hds00 - HD SUPPLY FACILITIES MAINTENANCE	05/08/2026	05/2026	1,110.36	
revfund - WF Revolving Fund	48406	hom04 - HOME DEPOT CREDIT SERVICE	05/08/2026	05/2026	10,421.88	
revfund - WF Revolving Fund	48407	ins01 - INSIGHT EMPLOYEE ASSISTANCE PROGRAM	05/08/2026	05/2026	45.00	
revfund - WF Revolving Fund	48408	gor01 - DBA JORGENSEN CO.	05/08/2026	05/2026	2,141.90	
revfund - WF Revolving Fund	48408	gor01 - DBA JORGENSEN CO.	05/18/2026	05/2026	-2,141.90	
revfund - WF Revolving Fund	48409	kjwater00 - KJ Water Services	05/08/2026	05/2026	476.00	
revfund - WF Revolving Fund	48410	mad02 - CITY OF MADERA UTILITY BILLING	05/08/2026	05/2026	45,454.80	
revfund - WF Revolving Fund	48411	MAD0K - MADERA TRIBUNE	05/08/2026	05/2026	250.00	
revfund - WF Revolving Fund	48412	mad46 - PUBLIC WORKS FAIRMEAD LANDFILL	05/08/2026	05/2026	66.64	
revfund - WF Revolving Fund	48413	mad49 - MADERA PUMPS, INC.	05/08/2026	05/2026	340.42	
revfund - WF Revolving Fund	48414	MCK01 - NAN MCKAY & ASSOCIATES	05/08/2026	05/2026	478.00	
revfund - WF Revolving Fund	48415	men0039 - Mendoza	05/08/2026	05/2026	81.00	
revfund - WF Revolving Fund	48416	mis01 - MISSION UNIFORM SERVICE 3	05/08/2026	05/2026	184.96	
revfund - WF Revolving Fund	48417	nat0l - NATIONAL CREDIT REPORTING	05/08/2026	05/2026	17.90	
revfund - WF Revolving Fund	48418	nav04 - NAVIA BENEFIT SOLUTIONS,	05/08/2026	05/2026	200.00	
revfund - WF Revolving Fund	48419	oms01 - OMS DEPT. OF HOUSING & COMM. DEV...	05/08/2026	05/2026	408.07	
revfund - WF Revolving Fund	48420	pera4 - PERIMETER PEST CONTROL	05/08/2026	05/2026	400.00	
revfund - WF Revolving Fund	48421	pge01 - P. G. & E.	05/08/2026	05/2026	3,995.56	
revfund - WF Revolving Fund	48422	red05 - RED ROCK ENVIRONMENTAL GRP	05/08/2026	05/2026	237.62	
revfund - WF Revolving Fund	48423	san0036 - Santellano	05/08/2026	05/2026	526.00	
revfund - WF Revolving Fund	48424	SEGA1 - FRANCISCO SEGOVIA	05/08/2026	05/2026	3,480.00	
revfund - WF Revolving Fund	48425	spe00 - SPECIALTY LANDSCAPE, INC.	05/08/2026	05/2026	9,990.00	
revfund - WF Revolving Fund	48426	ste02 - STERICYCLE, INC.	05/08/2026	05/2026	400.36	
revfund - WF Revolving Fund	48427	TMO00 - T-MOBILE USA INC.	05/08/2026	05/2026	1,626.10	
revfund - WF Revolving Fund	48428	v0000028 - Griswold , LaSalle, Cobb, Dowd and Gin, LLP	05/08/2026	05/2026	2,513.33	
revfund - WF Revolving Fund	48429	v0000055 - CSI EXTERMINATORS INC	05/08/2026	05/2026	1,700.00	

Payment Summary

Bank=revfund AND mm/yy=05/2026-05/2026 AND All Checks=Yes AND Include Voids=All Checks

Bank	Check#	Vendor	Check Date	Post Month	Total Amount	Date Reconciled
revfund - WF Revolving Fund	48430	WIL01 - SHERWIN WILLIAMS COMPANY	05/08/2026	05/2026	1,270.21	
revfund - WF Revolving Fund	48431	47t01 - 47TH PLACE CARPET AND LINOLEUM, INC.	05/22/2026	05/2026	3,456.78	
revfund - WF Revolving Fund	48432	ADP00 - ADP, INC.	05/22/2026	05/2026	123.60	
revfund - WF Revolving Fund	48433	att06 - AT&T CALNET	05/22/2026	05/2026	31.91	
revfund - WF Revolving Fund	48434	bct00 - BCT CONSULTING, INC.	05/22/2026	05/2026	105.00	
revfund - WF Revolving Fund	48435	bdo00 - BDO USA, P.A.	05/22/2026	05/2026	260.00	
revfund - WF Revolving Fund	48436	com0h - COMCAST	05/22/2026	05/2026	1,069.26	
revfund - WF Revolving Fund	48437	djordan - Didulo	05/22/2026	05/2026	200.00	
revfund - WF Revolving Fund	48438	gflo01 - Flores	05/22/2026	05/2026	190.68	
revfund - WF Revolving Fund	48439	hds00 - HD SUPPLY FACILITIES MAINTENANCE	05/22/2026	05/2026	6,366.23	
revfund - WF Revolving Fund	48440	gor01 - DBA JORGENSEN CO.	05/22/2026	05/2026	2,141.90	
revfund - WF Revolving Fund	48441	llop001 - Lopez	05/22/2026	05/2026	200.00	
revfund - WF Revolving Fund	48442	mad02 - CITY OF MADERA UTILITY BILLING	05/22/2026	05/2026	33,477.17	
revfund - WF Revolving Fund	48443	mad03 - CITY OF MADERA CITY SERVICES	05/22/2026	05/2026	24,575.45	
revfund - WF Revolving Fund	48444	mad04 - MADERA FLEET SERVICES	05/22/2026	05/2026	1,716.87	
revfund - WF Revolving Fund	48445	map00 - MAPA PLUMBING SERVICES	05/22/2026	05/2026	2,165.00	
revfund - WF Revolving Fund	48446	mch001 - MOSQUEDA'S COOLING AND HEATING INC.	05/22/2026	05/2026	5,840.00	
revfund - WF Revolving Fund	48447	met00 - METROPOLITAN LIFE INSURANCE COMPANY	05/22/2026	05/2026	1,639.58	
revfund - WF Revolving Fund	48448	mis01 - MISSION UNIFORM SERVICE 3	05/22/2026	05/2026	92.48	
revfund - WF Revolving Fund	48449	pera4 - PERIMETER PEST CONTROL	05/22/2026	05/2026	125.00	
revfund - WF Revolving Fund	48450	pge01 - P. G. & E.	05/22/2026	05/2026	1,474.58	
revfund - WF Revolving Fund	48451	qua07 - QUADIENT FINANCE USA, INC	05/22/2026	05/2026	1,000.00	
revfund - WF Revolving Fund	48452	ric05 - RICOH USA, INC.	05/22/2026	05/2026	3,444.24	
revfund - WF Revolving Fund	48453	rvd02 - RVD HEATING & AIR AND SON	05/22/2026	05/2026	3,240.00	
revfund - WF Revolving Fund	48454	smo01 - SMOG EXPRESS	05/22/2026	05/2026	79.00	
revfund - WF Revolving Fund	48455	spec001 - Charter Communications Holdings, LLC	05/22/2026	05/2026	3,808.42	
revfund - WF Revolving Fund	48456	spfp001 - ANIVAL DAVID GARCIA	05/22/2026	05/2026	735.00	
revfund - WF Revolving Fund	48457	v0000010 - Timber Time Tree Care Inc.	05/22/2026	05/2026	1,100.00	
revfund - WF Revolving Fund	48458	v0000048 - R-J INC.	05/22/2026	05/2026	8,987.42	
revfund - WF Revolving Fund	48459	WIL01 - SHERWIN WILLIAMS COMPANY	05/22/2026	05/2026	737.45	
					254,943.62	



Housing Authority of the City of Madera

BOARD MEMORANDUM

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

BOARD MEETING: June 10, 2026

AGENDA ITEM: B-4

FROM: Blanca Mendoza-Navarro, Executive
Director

AUTHOR: Blanca Mendoza-Navarro, Executive Director

DATE: June 3, 2026

SUBJECT: INFORMATIONAL ITEM – Renewal of property, liability, and auto coverage from Housing Authority Risk Retention Pool (HARRP) effective 07/01/2026-06/30/2027.

EXECUTIVE SUMMARY:

The purpose of this memo is to provide information to the Board of Commissioners regarding the Housing Authority Risk Retention Pool (HARRP).

HARRP is an intergovernmental insurance agency created to work with public housing authorities to pool risk and offer innovative claims services and risk management solutions.

Staff received the 2026 renewal package for property, liability, and auto coverage effective July 1, 2026 – June 30, 2027.

RECOMMENDATION:

The item is informational only.

FISCAL IMPACT:

There is no fiscal impact, the premiums are budgeted annually. This 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: June 10, 2026

AGENDA ITEM: B-5

FROM: Blanca Mendoza-Navarro, Executive
Director

AUTHOR: Blanca Mendoza-Navarro, Executive Director

DATE: June 2, 2026

SUBJECT: OUT OF STATE TRAVEL APPROVAL – NATIONAL CONFERENCE FAMILY SELF-SUFFICIENCY (FSS) IN CHICAGO IL 10/18/2026 THROUGH 10/20/2026.

EXECUTIVE SUMMARY:

The purpose of this memo is to request approval for out-of-state travel for Lucia Lopez, Housing Services Manager, and Mayra Cuin, Family Self-Sufficiency (FSS) Coordinator to attend the National Family Self-Sufficiency (FSS) Conference.

The 2026 National FSS Conference is a professional development event focused on Family Self-Sufficiency program best practices, policy updates, and innovative service delivery strategies. The conference begins on Monday, October 19, 2026, and ends on Tuesday, October 20, 2026, and will be held in Chicago IL.

The purpose of the training is to provide staff and managers with tools to gain knowledge on federal regulations, HUD guidance, and program compliance requirements for the FSS program. Staff will also:

- Learn evidence-based strategies to improve participant outcomes, including employment, financial stability, and self-sufficiency.
- Network with other FSS coordinators, housing professionals, and service providers to exchange best practices.
- Participate in workshops related to case management, escrow management, and program performance metrics
- Bring back tools and resources to enhance program effectiveness within our organization

This conference directly supports our department's mission to strengthen services and improve outcomes for individuals and families enrolled in the FSS program.





Housing Authority of the City of Madera

Travel and training expenses are allowable expenses through the FSS grant, therefore the cost of this conference will be paid for from the FSS grant.

RECOMMENDATION:

Staff recommends the Board of Commissioners approve the out-of-state travel for Lucia Lopez, Housing Services Manager, and Mayra Cuin, FSS Coordinator, to attend the 2026 National FSS Conference in Chicago, IL.

FISCAL IMPACT:

There is no fiscal impact as this is a budgeted item under the FSS grant.





Housing Authority of the City of Madera

BOARD MEMORANDUM

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

BOARD MEETING: June 10, 2026

AGENDA ITEM: Memo Item C-1

FROM: Djordan Didulo, Finance &
Administration Manager

AUTHOR: Djordan Didulo, Finance & Administration
Manger

DATE: June 3, 2026

SUBJECT: RESOLUTION #1371 OF THE HOUSING AUTHORITY OF THE CITY OF MADERA TO CONSIDER APPROVING THE PROPOSED BUDGET REVISIONS FOR TWO PROGRAMS

EXECUTIVE SUMMARY:

The purpose of this memo is to seek approval from the Board of Commissioners for budget revisions for the Revolving Fund and the FSS Fund.

The Housing Authority of the City of Madera (Agency) is at the midpoint of fiscal year 2025 – 2026 and an in-depth review of the previous approved annual budget was completed. The Finance and Administration Department met with Management to review year-to-date actual costs and determined necessary and appropriate changes that needed to be made for the remainder of the fiscal year. All funds and line items were reviewed.

The following tables reflect the total proposed changes in revenues and expenditure.

Table 1 is a summary of the Revolving Fund proposed budget amendment for FY 2025-2026.

<i>Table 1</i>	<i>Revolving Fund proposed budget amendment for FY 2025-2026</i>			
Description	YTD Actuals	Approved Budget	Proposed Amendment	Net Change
Revenues	\$265,327	\$390,794	\$395,094	\$4,300
Expenditures	\$296,544	\$390,794	\$395,094	\$4,300
Net Income	(\$31,218)	\$0	\$0	\$0





Housing Authority of the City of Madera

Table 2 is a summary of the FSS Fund proposed budget amendment for FY 2025-2026.

<i>Table 2</i>	<i>FSS Fund proposed budget amendment for FY 2025-2026</i>			
Description	YTD Actuals	Approved Budget	Proposed Amendment	Net Change
Revenues	\$35,052	\$65,070	\$72,250	\$7,180
Expenditures	\$50,560	\$65,070	\$72,250	\$7,180
Net Income	(\$15,508)	\$0	\$0	\$0

RECOMMENDATION:

Staff recommends the Board of Commissioners Adopt the Resolution approving the 2025-2026 Budget Amendment.

FISCAL IMPACT:

The proposed budget amendment reflects modest adjustments to both revenues and expenditures across the Agency’s Revolving Fund and Family Self-Sufficiency (FSS) Fund for FY 2025–2026. In total, the amendment supports estimated expenditures of **\$467,344**, representing an overall increase of **\$11,480** from the originally approved budget. Correspondingly, estimated revenues are also adjusted to **\$467,344**, reflecting an increase of **\$11,480**.

These changes maintain a balanced budget, as increases in expenditure are fully offset by corresponding increases in revenues. The amendment does not result in any change to net income for either fund, sustaining the Agency’s fiscal neutrality while aligning the budget with actual year-to-date performance and updated projections for the remainder of the fiscal year.

ATTACHMENTS:

1. Revolving Fund FY 2025 – 2026 Budget Amendment
2. FSS Fund FY 2025 – 2026 Budget Amendment
3. Resolution



REVOLVING FUND-WELLS FARGO (revfund)

Budget Comparison

Period = May 2026

Book = Accrual

		YTD Actual	YTD Budget	Variance	Annual	Proposed Increase	Revised Annual
1136-00-000	MORES/Loan 308 B.ST	-29,773.62	0.00	29,773.62	0.00		
2999-99-999	Revenue & Expenses						
3000-00-000	INCOME						
3100-00-000	TENANT INCOME						
3101-00-000	Rental Income						
3112-07-000	Non-Dwelling Rent	153,504.00	153,504.00	0.00	230,256.00		230,256.00
3119-00-000	Total Rental Income	153,504.00	153,504.00	0.00	230,256.00	-	230,256.00
3199-00-000	TOTAL TENANT INCOME	153,504.00	153,504.00	0.00	230,256.00	-	230,256.00
3600-00-000	OTHER INCOME						
3610-00-000	Investment Income - Unrestricted	2,585.68	3,331.36	-745.68	4,997.00		4,997.00
3612-00-000	Interest Income	79,053.95	76,666.64	2,387.31	115,000.00		115,000.00
3620-00-000	Management Fee Income	26,670.00	27,027.36	-357.36	40,541.00		40,541.00
3650-00-000	Miscellaneous Other Income	3,512.93	0.00	3,512.93	0.00	4300	4,300.00
3699-00-000	TOTAL OTHER INCOME	111,822.56	107,025.36	4,797.20	160,538.00	4300	164,838.00
3999-00-000	TOTAL INCOME	265,326.56	260,529.36	4,797.20	390,794.00	4,300.00	395,094.00
4000-00-000	EXPENSES						
4100-00-000	ADMINISTRATIVE EXPENSES						
4100-99-000	Administrative Salaries						
4110-00-000	Administrative Salaries	71,008.81	68,928.00	-2,080.81	103,392.00		103,392.00
4110-04-000	Employee Benefit Contribution - Admin	15,486.15	9,460.00	-6,026.15	14,190.00		14,190.00
4110-05-000	Retirement-admin.	20,274.01	25,579.36	5,305.35	38,369.00		38,369.00
4110-08-000	ICMA Admin Benefits.	4,950.17	4,342.64	-607.53	6,514.00		6,514.00
4110-09-000	SUI Expense	77.52	106.64	29.12	160.00		160.00
4110-99-000	Total Administrative Salaries	111,796.66	108,416.64	-3,380.02	162,625.00	-	162,625.00
4130-00-000	Legal Expense						
4130-02-000	Criminal Background Checks	172.02	160.00	-12.02	240.00		240.00
4130-04-000	General Legal Expense	5,256.13	10,400.00	5,143.87	15,600.00		15,600.00
4131-00-000	Total Legal Expense	5,428.15	10,560.00	5,131.85	15,840.00	-	15,840.00
4139-00-000	Other Admin Expenses						

REVOLVING FUND-WELLS FARGO (revfund) Budget Comparison

Period = May 2026

Book = Accrual

		YTD Actual	YTD Budget	Variance	Annual	Proposed Increase	Revised Annual
4140-00-000	Admin Training	966.00	1,600.00	634.00	2,400.00		2,400.00
4150-00-000	Admin Travel	4,219.63	1,600.00	-2,619.63	2,400.00		2,400.00
4170-00-000	Accounting Fees	4,100.82	3,200.00	-900.82	4,800.00		4,800.00
4171-00-000	Auditing Fees	6,570.96	4,960.00	-1,610.96	7,440.00		7,440.00
4182-00-000	Consultants	1,080.00	1,920.00	840.00	2,880.00		2,880.00
4189-00-000	Total Other Admin Expenses	16,937.41	13,280.00	-3,657.41	19,920.00	-	19,920.00
4190-00-000	Miscellaneous Admin Expenses						
4190-01-000	Membership and Fees	319.72	1,028.00	708.28	1,542.00		1,542.00
4190-03-000	Advertising	428.61	160.00	-268.61	240.00		240.00
4190-04-000	Office Supplies	1,482.95	1,920.00	437.05	2,880.00		2,880.00
4190-07-000	Telephone	472.05	384.00	-88.05	576.00		576.00
4190-08-000	Postage	1,947.41	1,952.00	4.59	2,928.00		2,928.00
4190-09-000	Software Lisense Fees	4,904.73	8,746.64	3,841.91	13,120.00		13,120.00
4190-10-000	Copiers	3,696.06	3,306.64	-389.42	4,960.00		4,960.00
4190-12-000	Software	51.69	0.00	-51.69	0.00		-
4190-13-000	Internet	1,942.69	2,080.00	137.31	3,120.00		3,120.00
4190-15-000	Cell Phones/Pagers	770.39	960.00	189.61	1,440.00		1,440.00
4190-22-000	Other Misc Admin Expenses	11,152.04	5,482.64	-5,669.40	8,224.00	4300	12,524.00
4190-23-000	ICMA Employee Contri.	16,715.88	0.00	-16,715.88	0.00		-
4190-24-000	ICMA Employee 457 loan	5,474.13	0.00	-5,474.13	0.00		-
4191-00-000	Total Miscellaneous Admin Expenses	161,155.01	134,436.56	-26,718.45	201,655.00	4300	43,330.00
4199-00-000	TOTAL ADMINISTRATIVE EXPENSES	183,520.57	158,276.56	-25,244.01	237,415.00	4300	241,715.00
4200-00-000	TENANT SERVICES						
4210-00-000	Tenant Services Salaries	30,649.02	29,812.64	-836.38	44,719.00		44,719.00
4210-01-000	Employee Benefit Contribution - Tenant Sv	3,127.00	4,325.36	1,198.36	6,488.00		6,488.00
4210-02-000	Retirement-Tenant Svcs.	7,851.47	10,422.64	2,571.17	15,634.00		15,634.00
4210-05-000	ICMA Tenant Ser. Benefit	1,461.31	1,878.00	416.69	2,817.00		2,817.00
4299-00-000	TOTAL TENANT SERVICES EXPENSES	43,088.80	46,438.64	3,349.84	69,658.00	0.00	69,658.00
4300-00-000	UTILITY EXPENSES						
4310-00-000	Water	149.13	352.00	202.87	528.00		528.00
4320-00-000	Electricity	4,634.89	5,040.00	405.11	7,560.00		7,560.00
4330-00-000	Gas	438.15	733.36	295.21	1,100.00		1,100.00
4340-00-000	Garbage/Trash Removal	1,534.00	2,866.64	1,332.64	4,300.00		4,300.00

REVOLVING FUND-WELLS FARGO (revfund) Budget Comparison

Period = May 2026

Book = Accrual

		YTD Actual	YTD Budget	Variance	Annual	Proposed Increase	Revised Annual
4390-00-000	Sewer	254.73	2,400.00	2,145.27	3,600.00		3,600.00
4399-00-000	TOTAL UTILITY EXPENSES	7,010.90	11,392.00	4,381.10	17,088.00	-	17,088.00
4400-00-000	MAINTENANCE AND OPERATIONAL EXPENSES						
4400-99-000	General Maint Expense						
4410-00-000	Maintenance Salaries	18,961.96	14,870.64	-4,091.32	22,306.00		22,306.00
4410-05-000	Employee Benefit Contribution - Mainte	4,914.43	4,440.64	-473.79	6,661.00		6,661.00
4410-06-000	Retirement-Maint.	5,564.58	6,142.00	577.42	9,213.00		9,213.00
4410-09-000	ICMA Mtce. Benefits	1,194.60	936.64	-257.96	1,405.00		1,405.00
4411-00-000	Maintenance Uniforms	268.84	66.64	-202.20	100.00		100.00
4412-00-000	Maintenance Travel/Training	113.67	0.00	-113.67	0.00		-
4413-00-000	Vehicle Gas, Oil, Grease	721.80	400.00	-321.80	600.00		600.00
4419-00-000	Total General Maint Expense	31,739.88	26,856.56	-4,883.32	40,285.00	0.00	40,285.00
4420-00-000	Materials						
4420-01-000	Supplies-Grounds	0.00	333.36	333.36	500.00		500.00
4420-02-000	Supplies-Appliance	49.95	333.36	283.41	500.00		500.00
4420-06-000	Supplies-Janitorial/Cleaning	472.15	240.00	-232.15	360.00		360.00
4420-07-000	Supplies-Maint/Repairs	1,535.06	333.36	-1,201.70	500.00		500.00
4420-08-000	Supplies-Plumbing	26.88	333.36	306.48	500.00		500.00
4420-09-000	Tools and Equipment	216.41	333.36	116.95	500.00		500.00
4429-00-000	Total Materials	2,300.45	1,906.80	-393.65	2,860.00	-	2,860.00
4430-00-000	Contract Costs						
4430-01-000	Contract-Alarm/Extinguisher	0.00	532.00	532.00	798.00		798.00
4430-07-000	Contract-Pest Control	196.00	96.00	-100.00	144.00		144.00
4430-09-000	Contract-Grounds	235.20	269.36	34.16	404.00		404.00
4430-12-000	Contract-Window/Door	35.28	0.00	-35.28	0.00		-
4430-13-000	Contract-HVAC	3.00	0.00	-3.00	0.00		-
4430-14-000	Contract-Vehicle Maintenance	1,735.29	1,333.36	-401.93	2,000.00		2,000.00
4430-18-000	Contract-Alarm Monitoring	428.21	165.36	-262.85	248.00		248.00
4430-22-000	Contract-IT Contracts	5,243.76	5,173.36	-70.40	7,760.00		7,760.00
4439-00-000	Total Contract Costs	7,876.74	7,569.44	-307.30	11,354.00	-	11,354.00
4499-00-000	TOTAL MAINTENANCE AND OPERATIONAL EXPENSES	41,917.07	36,332.80	-5,584.27	54,499.00	-	54,499.00
4500-00-000	GENERAL EXPENSES						
4510-00-000	Insurance	251.82	800.00	548.18	1,200.00		1,200.00

REVOLVING FUND-WELLS FARGO (revfund) Budget Comparison

Period = May 2026

Book = Accrual

		YTD Actual	YTD Budget	Variance	Annual	Proposed Increase	Revised Annual
4510-10-000	Property Insurance	252.24	252.64	0.40	379.00		379.00
4510-20-000	Liability Insurance	422.08	422.64	0.56	634.00		634.00
4510-30-000	Auto Insurance	167.52	168.00	0.48	252.00		252.00
4510-40-000	Workers Comp Insurance	2,428.16	3,663.36	1,235.20	5,495.00		5,495.00
4510-50-000	SUI-Admin.	4,570.68	689.36	-3,881.32	1,034.00		1,034.00
4510-51-000	SUI-Tenant Svcs.	0.00	298.00	298.00	447.00		447.00
4510-52-000	SUI-Mtce.	0.00	148.64	148.64	223.00		223.00
4510-60-000	Medicare-Admin.	294.78	999.36	704.58	1,499.00		1,499.00
4510-61-000	Medicare-Tenant Svcs.	395.32	432.00	36.68	648.00		648.00
4510-62-000	Medicare-Mtce.	252.06	215.36	-36.70	323.00		323.00
4580-00-000	Security/Law Enforcement	11,972.09	0.00	-11,972.09	0.00		-
4599-00-000	TOTAL GENERAL EXPENSES	21,006.75	8,089.36	-12,917.39	12,134.00	-	12,134.00
							-
8000-00-000	TOTAL EXPENSES	296,544.09	260,529.36	-36,014.73	390,794.00	4,300.00	395,094.00
9000-00-000	NET INCOME	-31,217.53	0.00	-31,217.53	0.00	-	-

Family Self Sufficiency (fss) Budget Comparison

Period = May 2026

Book = Accrual

		YTD Actual	YTD Budget	Annual	Proposed Revision	Revised Annual
2999-99-999	Revenue & Expenses					
3000-00-000	INCOME					
3100-00-000	TENANT INCOME					
3400-00-000	GRANT INCOME					
3410-03-000	Section 8 FSS Grant Income	35,052.25	43,380.00	65,070.00	7,180.00	72,250.00
3499-00-000	TOTAL GRANT INCOME	35,052.25	43,380.00	65,070.00	7,180.00	72,250.00
3999-00-000	TOTAL INCOME	35,052.25	43,380.00	65,070.00	7,180.00	72,250.00
4000-00-000	EXPENSES					
4100-00-000	ADMINISTRATIVE EXPENSES					
4200-00-000	TENANT SERVICES					
4210-00-000	Tenant Services Salaries	26,681.53	22,982.64	34,474.00	3,803.94	38,277.94
4210-01-000	Employee Benefit Contribution - Tenant Sv	9,449.07	9,610.64	14,416.00	1,590.70	16,006.70
4210-02-000	Retirement-Tenant Svcs.	8,738.97	8,264.64	12,397.00	1,367.90	13,764.90
4210-05-000	ICMA Tenant Ser. Benefit	1,680.91	1,448.00	2,172.00	239.73	2,411.73
4212-00-000	Tenant Services Travel/Training	2,995.00	0.00	0.00		
4299-00-000	TOTAL TENANT SERVICES EXPENSES	49,545.48	42,305.92	63,459.00	7,002.27	70,461.27
4400-00-000	MAINTENANCE AND OPERATIONAL EXPENSES					
4500-00-000	GENERAL EXPENSES					
4510-40-000	Workers Comp Insurance	658.40	740.64	1,111.00	122.58	1,233.58
4510-61-000	Medicare-Tenant Svcs.	355.75	333.36	500.00	55.15	555.15

Family Self Sufficiency (fss) Budget Comparison

Period = May 2026

Book = Accrual

		YTD Actual	YTD Budget	Annual	Proposed Revision	Revised Annual
4599-00-000	TOTAL GENERAL EXPENSES	1,014.15	1,074.00	1,611.00	177.73	1,788.73
8000-00-000	TOTAL EXPENSES	50,559.63	43,379.92	65,070.00	7,180.00	72,250.00
9000-00-000	NET INCOME	-15,507.38	0.08	0.00	0.00	0.00



Housing Authority of the City of Madera

BOARD MEMORANDUM

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

BOARD MEETING: June 10, 2026

AGENDA ITEM: C-2

FROM: Blanca Mendoza-Navarro, Executive
Director

AUTHOR: Blanca Mendoza-Navarro, Executive Director

DATE: June 3, 2026

SUBJECT: RESOLUTION #1372 OF THE HOUSING AUTHORITY OF THE CITY OF MADERA TO CONSIDER ADOPTION OF RESOLUTION OF INTENTION TO AMEND CALPERS CONTRACT.

EXECUTIVE SUMMARY:

The purpose of this memorandum is to request that the Board of Commissioners formally adopt a resolution of Intention to approve an amendment to the contract between the Housing Authority of the City of Madera (HACM) and the California Public Employees' Retirement System (CalPERS) to incorporate Public Employees' Pension Reform Act (PEPRA) language.

HACM currently participates in CalPERS pursuant to a contract originally effective October 1, 1974, with subsequent amendments, most recently in 2012.

CalPERS has provided HACM with required documents to initiate a contract amendment. The proposed amendment updates the contract to include provisions required under the Public Employees' Pension Reform Act (PEPRA).

State law requires a two-step approval process for CalPERS contract amendments:

1. Adoption of a Resolution of Intention
2. Adoption of the Final Resolution after a mandated waiting period

The proposed amendment will

- Incorporate PEPRA-compliant provisions into HACM's CalPERS contract
- Update retirement benefit structures and definitions, including normal retirement ages and formulas for classic and new members.
- Ensure compliance with current state pension laws

CalPERS requires submission of:





Housing Authority of the City of Madera

- A Certified Resolution of Intention
- Certification of Governing Body action (FORM CON-12)

These must be submitted through the myCalPERS system before final amendment documents are issued.

State law (Government Code Section 20471) requires:

A minimum 20-day waiting period between the Resolution of Intention and adoption of the Final Resolution.

Adoption of the Resolution of Intention to Amend CalPERS Contract on June 10, 2026, would require final adoption on or after June 30, 2026.

If approved:

1. Staff will upload the required documents to myCalPERS
2. Schedule for the adoption of Final Resolution after the required 20-day waiting period, Staff intends to bring back on July 11, 2026, for Final Approval
3. Finalize amendment with CalPERS and establish effective date

RECOMMENDATION:

Staff recommends that the Board of Commissioners adopt the attached resolution Intending to Amend CalPERS Contract.

FISCAL IMPACT:

There is no immediate direct fiscal impact associated with adopting the Resolution of Intention. However, long-term employer contribution rates may be affected based on actuarial evaluations and updated benefit structures under the amended contract.





Djordan Didulo
Finance and Administration Manager
Housing Authority of the City of Madera
205 North G Street
Madera, CA 93637

CalPERS ID 4922379704

May 28, 2026

Dear Djordan Didulo,

Thank you for contacting CalPERS regarding your retirement contract. Provided in my|CalPERS you will find the Resolution of Intention and Exhibit Amendment to Contract to include the Public Employees' Pension Reform Act language.

Also provided are the following documents:

- Form CON-12, Certification of Governing Body's Action.
- Instruction sheet for submission of Resolution of Intention documents and required certifications into my|CalPERS.

In summary, the following documents must be submitted through my|CalPERS before we can forward the actual contract and final documents necessary to complete the proposed amendment. **PLEASE DO NOT HOLD THESE DOCUMENTS PENDING ADOPTION OF THE FINAL RESOLUTION.**

1. Resolution of Intention, certified copy.
2. Form CON-12, Certification of Governing Body's Action.

If your agency adopts the Resolution of Intention on June 10, 2026, the earliest date the final Resolution may be adopted is June 30, 2026. There must be a 20 day period between the adoption of the Resolution of Intention and the adoption of the final Resolution pursuant to Government Code Section 20471. There are no exceptions to this law.

The effective date of this amendment may be as early as the day following the effective date of the final Resolution.

Please do not retype the Amendment to Contract and/or agreement documents. Only documents provided by this office will be accepted. If you have any questions regarding any documents, please contact this office prior to presenting to your governing body for adoption. Another contract amendment cannot be started until this amendment is completed or cancelled.

We are here to assist you. If you have any questions or would like additional information, please visit our website www.calpers.ca.gov, or you may contact us toll free at **888 CalPERS** or (888-225-7377).

Sincerely,



Roselee Camacho
Pension Contracts Analyst
Financial Office | Pension Contracts & Prefunding Programs Division

RC:ra

Enclosures

Instructions for Uploading Documents in

myCalPERS

1. Scan all required documents individually.
2. Save documents to your computer.
3. Log into my|CalPERS.
4. Click on the "Profile" tab.
5. Click on the "Retirement Contract" tab.
6. In the Contract Event Summary Box, click on the blue link that says "Amendment" with the status showing "Amendment in Progress".
7. Scroll down to the "Documents" Box.
8. You will need to click on each of the corresponding blue links that say "Provide Document", hit the browse button, locate the saved document on your computer and upload.

NOTE: Please do not "submit" until all the necessary documents have been uploaded to their links.

9. Once all the documents have been uploaded into the links, scroll down to "Available Actions" box and click the button to "Submit Initial Contract Amendment Documents".
10. Click the "Submit" button.

****Special Note:** Please save this instruction sheet for submitting the Amendment to Contract "**final**" documents packet.

**RESOLUTION OF INTENTION
TO APPROVE AN AMENDMENT TO CONTRACT
BETWEEN THE
BOARD OF ADMINISTRATION
CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM
AND THE
BOARD OF COMMISSIONERS
HOUSING AUTHORITY OF THE CITY OF MADERA**

WHEREAS, the Public Employees' Retirement Law permits the participation of public agencies and their employees in the Public Employees' Retirement System by the execution of a contract, and sets forth the procedure by which said public agencies may elect to subject themselves and their employees to amendments to said Law; and

WHEREAS, one of the steps in the procedures to amend this contract is the adoption by the governing body of the public agency of a resolution giving notice of its intention to approve an amendment to said contract, which resolution shall contain a summary of the change proposed in said contract; and

WHEREAS, the following is a statement of the proposed change:

To include Public Employees' Pension Reform Act language.

NOW, THEREFORE, BE IT RESOLVED that the governing body of the above agency does hereby give notice of intention to approve an amendment to the contract between said public agency and the Board of Administration of the Public Employees' Retirement System, a copy of said amendment being attached hereto, as an "Exhibit" and by this reference made a part hereof.

By: _____
Presiding Officer

Title

Date adopted and approved



EXHIBIT

**California
Public Employees' Retirement System**

AMENDMENT TO CONTRACT

**Between the
Board of Administration
California Public Employees' Retirement System
and the
Board of Commissioners
Housing Authority of the City of Madera**

The Board of Administration, California Public Employees' Retirement System, hereinafter referred to as Board, and the governing body of the above public agency, hereinafter referred to as Public Agency, having entered into a contract effective October 1, 1974, and witnessed August 27, 1974, and as amended effective October 1, 1983, March 9, 1991, July 13, 2000, August 15, 2009, and October 20, 2012, which provides for participation of Public Agency in said System, Board and Public Agency hereby agree as follows:

- A. Paragraphs 1 through 15 are hereby stricken from said contract as executed, effective October 20, 2012, and hereby replaced by the following paragraphs numbered 1 through 16 inclusive:
1. All words and terms used herein which are defined in the Public Employees' Retirement Law shall have the meaning as defined therein unless otherwise specifically provided. "Normal retirement age" shall mean age 55 for classic local miscellaneous members entering membership in the miscellaneous classification on or prior to October 20, 2012, age 60 for classic local miscellaneous members entering membership for the first time in the miscellaneous classification after October 20, 2012, and age 62 for new local miscellaneous members.
 2. Public Agency shall participate in the Public Employees' Retirement System from and after October 1, 1974, making its employees as hereinafter provided, members of said System subject to all provisions of the Public Employees' Retirement Law except such as apply only on election of a contracting agency and are not provided for herein and to all amendments to said Law hereafter enacted except those, which by express provisions thereof, apply only on the election of a contracting agency.

3. Public Agency agrees to indemnify, defend and hold harmless the California Public Employees' Retirement System (CalPERS) and its trustees, agents and employees, the CalPERS Board of Administration, and the California Public Employees' Retirement Fund from any claims, demands, actions, losses, liabilities, damages, judgments, expenses and costs, including but not limited to interest, penalties and attorney fees that may arise as a result of any of the following:
 - (a) Public Agency's election to provide retirement benefits, provisions or formulas under this Contract that are different than the retirement benefits, provisions or formulas provided under the Public Agency's prior non-CalPERS retirement program.
 - (b) Any dispute, disagreement, claim, or proceeding (including without limitation arbitration, administrative hearing, or litigation) between Public Agency and its employees (or their representatives) which relates to Public Agency's election to amend this Contract to provide retirement benefits, provisions or formulas that are different than such employees' existing retirement benefits, provisions or formulas.
 - (c) Public Agency's agreement with a third party other than CalPERS to provide retirement benefits, provisions, or formulas that are different than the retirement benefits, provisions or formulas provided under this Contract and provided for under the California Public Employees' Retirement Law.
4. Employees of Public Agency in the following classes shall become members of said Retirement System except such in each such class as are excluded by law or this agreement:
 - a. Employees other than local safety members (herein referred to as local miscellaneous members).
5. In addition to the classes of employees excluded from membership by said Retirement Law, the following classes of employees shall not become members of said Retirement System:
 - a. **SAFETY EMPLOYEES; AND**
 - b. **PERSONS RECEIVING BENEFITS UNDER THE LOCAL SYSTEM.**
6. Assets heretofore accumulated with respect to members in the Occidental Life Insurance Company have been transferred to the Public Employees' Retirement System and applied against the liability for prior service incurred thereunder. That portion of the assets so transferred which represent the accumulated contributions (plus interest thereof) required of the employees under said local system has been credited to the individual membership account of each such employee under the Public Employees' Retirement System.

7. The percentage of final compensation to be provided for each year of credited prior and current service as a classic local miscellaneous member in employment before and not on or after August 15, 2009, shall be determined in accordance with Section 21354 of said Retirement Law (2% at age 55 Full).
8. The percentage of final compensation to be provided for each year of credited prior and current service as a classic local miscellaneous member in employment on or after August 15, 2009, and not entering membership for the first time in the miscellaneous classification after October 20, 2012, shall be determined in accordance with Section 21354.4 of said Retirement Law (2.5% at age 55 Full).
9. The percentage of final compensation to be provided for each year of credited current service as a classic local miscellaneous member entering membership for the first time in the miscellaneous classification after October 20, 2012, shall be determined in accordance with Section 21353 of said Retirement Law (2% at age 60 Full).
10. The percentage of final compensation to be provided for each year of credited prior and current service as a new local miscellaneous member shall be determined in accordance with Section 7522.20 of said Retirement Law (2% at age 62 Full).
11. Public Agency elected and elects to be subject to the following optional provisions:
 - a. Section 21536 (Local System Service Credit Included in Basic Death Benefit).
 - b. Section 21573 (Third Level of 1959 Survivor Benefits).
 - c. Section 20042 (One-Year Final Compensation) for classic local miscellaneous members entering membership on or prior to October 20, 2012.
 - d. Section 20475 (Different Level of Benefits): Section 21353 (2% @ 60 Full formula) and Section 20037 (Three-Year Final Compensation) are applicable to classic local miscellaneous members entering membership for the first time with this agency in the miscellaneous classification after October 20, 2012.
12. Public Agency, in accordance with Government Code Section 20790, ceased to be an "employer" for purposes of Section 20834 effective on October 1, 1983. Accumulated contributions of Public Agency shall be fixed and determined as provided in Government Code Section 20834, and accumulated contributions thereafter shall be held by the Board as provided in Government Code Section 20834.

13. Public Agency shall contribute to said Retirement System the contributions determined by actuarial valuations of prior and future service liability with respect to local miscellaneous members of said Retirement System.
14. Public Agency shall also contribute to said Retirement System as follows:
 - a. A reasonable amount, as fixed by the Board, payable in one installment within 60 days of date of contract to cover the costs of administering said System as it affects the employees of Public Agency, not including the costs of special valuations or of the periodic investigation and valuations required by law.
 - b. A reasonable amount, as fixed by the Board, payable in one installment as the occasions arise, to cover the costs of special valuations on account of employees of Public Agency, and costs of the periodic investigation and valuations required by law.
15. Contributions required of Public Agency and its employees shall be subject to adjustment by Board on account of amendments to the Public Employees' Retirement Law, and on account of the experience under the Retirement System as determined by the periodic investigation and valuation required by said Retirement Law.
16. Contributions required of Public Agency and its employees shall be paid by Public Agency to the Retirement System within fifteen days after the end of the period to which said contributions refer or as may be prescribed by Board regulation. If more or less than the correct amount of contributions is paid for any period, proper adjustment shall be made in connection with subsequent remittances. Adjustments on account of errors in contributions required of any employee may be made by direct payments between the employee and the Board.

B. This amendment shall be effective on the _____ day of _____, _____.

BOARD OF ADMINISTRATION
PUBLIC EMPLOYEES' RETIREMENT SYSTEM

BY _____
MELODY BENAVIDES, CHIEF
PENSION CONTRACTS AND PREFUNDING
PROGRAMS DIVISION
PUBLIC EMPLOYEES' RETIREMENT SYSTEM

BOARD OF COMMISSIONERS
HOUSING AUTHORITY OF THE CITY
OF MADERA

BY _____
PRESIDING OFFICER

Witness Date

Attest:

Clerk

PLEASE DO NOT SIGN "EXHIBIT ONLY"

PLEASE DO NOT SIGN "EXHIBIT ONLY"



Certification of Governing Body's Action

I hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the

_____ of the
(governing body)

(public agency)

on _____
(date)

Clerk/Secretary

Title



Housing Authority of the City of Madera

BOARD MEMORANDUM

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

BOARD MEETING: June 10, 2026

AGENDA ITEM: C-3

FROM: Blanca Mendoza-Navarro, Executive
Director

AUTHOR: Blanca Mendoza-Navarro, Executive Director

DATE: June 5, 2026

SUBJECT: INFORMATIONAL ITEM – UPDATE ON THE 2026-2027 ANNUAL AGENCY PLAN, ADMINISTRATIVE PLAN (ADMIN PLAN), AND ADMISSIONS AND CONTINUED OCCUPANCY POLICY (ACOP)

EXECUTIVE SUMMARY:

The purpose of this memo is to provide the Board of Commissioners with material that will facilitate the review of the proposed changes to the 2026-2027 Public Housing Annual Plan (Agency Plans). As outlined in previous Executive Director Reports, staff has been actively updating the Agency Plans to reflect regulatory changes and agency priorities.

The Public Housing Agency (PHA) Plans serve as a comprehensive guide to the policies, programs, operations, and strategies that a housing authority implements to meet local housing needs and goals.

It consists of the three prevailing policies and administrative documents that serve as the foundational policies guiding the administration of HACM's major programs, ensuring compliance and efficiency.

1. Five-Year Plan/Annual Plans,
2. Administrative Plans,
3. Admissions and Occupancy Policies (ACOP).

Five-Year Plan (2025-2029)

The Five-Year Plan outlines the long-term vision and strategic objectives of the housing authority over a five-year period. It includes:

- **Mission Statement:** Defines the agency's commitment to providing safe, affordable housing.
- **Goals & Objectives:** Establishes priorities such as increasing affordable housing availability, improving housing quality, promoting resident self-sufficiency, and ensuring equal housing opportunities.





Housing Authority of the City of Madera

- Strategies: Details specific initiatives, including development projects, rehabilitation efforts, and partnerships with other organizations.

Annual Plan

The Annual Plan is a more detailed document submitted to HUD each year (except for qualified PHAs). It provides updates on progress toward the Five-Year Plan's goals and outlines specific activities for the upcoming year, including:

- Operational Updates: Adjustments to policies, programs, and procedures.
- Budget & Resource Allocation: Plans for funding utilization, including capital improvements.
- Resident Engagement: Strategies for involving residents in decision-making.
- Compliance & Performance Metrics: Ensuring adherence to HUD regulations and maintaining high performance.

Administrative Plan

The Administrative Plan is a document that outlines the policies and procedures a Public Housing Authority (PHA) follows in administering the Housing Choice Voucher (HCV) program. It must:

- Be formally adopted by the PHA's Board of Commissioners.
- Align with HUD regulations and requirements.
- Cover local policies on applicant selection, voucher issuance, occupancy rules, and program administration.

Admissions and Continued Occupancy Policy (ACOP)

The ACOP is an administrative plan for Public Housing programs. It serves as the Agency's written statement of policies governing:

- Admissions: Criteria for applicant eligibility and selection.
- Occupancy: Rules for continued tenancy and lease enforcement.
- Compliance: Ensuring adherence to federal laws, HUD regulations, and local policies.

Staff has updated the plans, and they are posted on the Agency's website for view during the 45-day comment period. The comment period began on May 22, 2026, and closes on July 8th, 2026, during the Public Hearing portion of the July Board of Commissioners meeting.

During the comment period, stakeholders may submit feedback via mail, email, online portal, or phone to ensure comprehensive engagement.

Staff held the first RAB Committee meeting with HCV participants and Public Housing residents on Thursday, June 4, 2026, at the Kennedy Center. The RAB Committee was engaged and had great questions and concerns. Specifically, with regards to changes made by the current administration affecting program funding or eligibility.





Housing Authority of the City of Madera

Staff will hold another RAB meeting toward the end of June to review additional concerns or questions from the RAB committee after they reviewed the Summary of Changes for each program along with the applicable updated policies.

Updates to the plans were made to reflect changes with HUD requirements, either due to HOTMA or other policy updates via HUD Public Indian Housing (PIH) notices, state and local laws, and/or staff recommendations including program alignment where possible.

Attached is a summary of changes for both plans.

HACM plans to submit the Streamlined Annual PHA Plan for High Performer PHAs since continue to be designated as a High Performer.

RECOMMENDATION:

The item is informational only, however open to suggestions and feedback.

FISCAL IMPACT:

There is no fiscal impact as the item is informational only.





Housing Authority of the City of Madera

Executive Summary

The Housing Authority of the City of Madera (HACM) is committed to providing safe, decent, sanitary, and affordable housing opportunities for low-income families, seniors, persons with disabilities, farmworker households, and other eligible residents within the City of Madera and surrounding service areas.

HACM administers public housing and Housing Choice Voucher (HCV) programs in accordance with federal regulations established by the U.S. Department of Housing and Urban Development (HUD). As a small and qualified Public Housing Agency (PHA), HACM continues to focus on preserving existing affordable housing assets, expanding housing opportunities, improving operational efficiency, strengthening compliance, and promoting resident self-sufficiency.

HACM continues to operate within the financial and staffing constraints commonly experienced by small public housing agencies. HACM utilizes streamlined HUD flexibilities available to qualified/small PHAs to maximize operational efficiency while maintaining compliance with HUD regulations and preserving affordable housing opportunities within the community.

This Annual Agency Plan reflects HACM's strategic priorities and responds to local housing needs identified through community engagement, operational analysis, resident feedback, and consistency with the City of Madera General Plan and Housing Element.

Mission Statement

The mission of the Housing Authority of the City of Madera is to provide quality affordable housing opportunities that promote self-sufficiency, economic stability, and improved quality of life for eligible families while ensuring responsible stewardship of public resources. We are dedicated to serving our community by providing quality housing, resources, guidance and education thus improving the lives we touch.

Local Housing Needs Assessment

HACM has identified a continuing need for affordable housing assistance within the City of Madera and surrounding areas. Local planning documents, including the City of Madera Housing Element and General Plan, identify significant housing affordability challenges affecting extremely low-income, very low-income, and workforce households.

Key local housing needs include:





Housing Authority of the City of Madera

- Limited supply of affordable rental housing;
- Rising rental costs and housing cost burden;
- Overcrowding among low-income households;
- Aging housing stock requiring rehabilitation;
- Limited availability of accessible units for elderly and disabled households;
- Housing instability among farmworker families;
- Increased demand for supportive and special-needs housing;
- Need for preservation of existing affordable housing inventory;
- Limited landlord participation in the Housing Choice Voucher Program.

HACM recognizes that these conditions disproportionately impact seniors, persons with disabilities, families with children, and households with extremely low incomes.

Statement of Housing Needs

HACM has identified the following priority housing needs for the upcoming fiscal year:

Public Housing Needs

- Preservation and modernization of existing public housing units;
- Reduction of deferred maintenance needs;
- Improvement of building systems and site infrastructure;
- Accessibility improvements and ADA compliance;
- Energy efficiency and sustainability improvements;
- Reduction in unit vacancy turnaround time.

Housing Choice Voucher Program Needs

- Expansion of landlord participation;
- Increased voucher lease-up success rates;
- Payment standard evaluations to support market competitiveness;
- Reduction in barriers to housing access;
- Increased housing opportunities in areas of opportunity.

Community Housing Needs

- Expansion of affordable housing inventory;
- Development partnerships utilizing HUD and state housing programs;
- Supportive housing opportunities;
- Farmworker and workforce housing solutions;





Housing Authority of the City of Madera

- Resident economic mobility and self-sufficiency programs.

Goals and Objectives

Goal 1 – Preserve Existing Affordable Housing

HACM will continue to preserve and modernize existing affordable housing inventory through effective utilization of HUD Capital Funds and preventative maintenance practices.

Objectives

- Complete identified modernization activities;
- Reduce deferred maintenance backlog;
- Improve unit quality and habitability;
- Maintain compliance with HUD physical condition standards;
- Improve vacancy turnaround efficiency.

Goal 2 – Expand Affordable Housing Opportunities

HACM will pursue opportunities to expand affordable housing resources through partnerships, development initiatives, and strategic utilization of HUD programs.

Objectives

- Explore Faircloth authority opportunities;
- Evaluate Project-Based Voucher (PBV) initiatives;
- Pursue affordable housing development partnerships;
- Support tax credit and mixed-finance opportunities;
- Coordinate with local and regional housing stakeholders.

Goal 3 – Improve Housing Choice Voucher Program Performance

HACM will improve the administration and effectiveness of the Housing Choice Voucher Program.

Objectives

- Increase landlord outreach and participation;
- Improve voucher utilization rates;
- Evaluate payment standards and rent reasonableness processes;





Housing Authority of the City of Madera

- Streamline applicant and participant processes;
- Reduce processing times for inspections and leasing activities.

Goal 4 – Promote Resident Self-Sufficiency

HACM will support programs and partnerships that promote resident independence, education, employment, and financial stability.

Objectives

- Expand resident service partnerships;
- Promote workforce development opportunities;
- Encourage financial literacy and homeownership readiness;
- Support youth educational initiatives;
- Increase resident access to supportive services.

Goal 5 – Improve Operational Effectiveness and Compliance

HACM will strengthen agency operations, internal controls, technology systems, and staff development.

Objectives

- Improve procurement and financial compliance;
- Strengthening internal policies and procedures;
- Enhance staff training and cross-training;
- Improve data management and reporting systems;
- Increase operational transparency and accountability.

Goal 6 – Support Sustainability and Long-Term Asset Preservation

HACM will incorporate sustainable and energy-efficient practices into housing operations and capital planning.

Objectives

- Evaluate energy conservation opportunities;
- Implement water and utility efficiency measures;
- Pursue available sustainability grants and incentives;
- Reduce long-term operating costs;





Housing Authority of the City of Madera

- Improve environmental resiliency.

Capital Improvements and Modernization

HACM will continue to utilize HUD Capital Fund Program resources to address modernization and capital improvement needs. Planned activities may include:

- Unit rehabilitation;
- Roof replacement;
- HVAC improvements;
- Plumbing and electrical upgrades;
- ADA accessibility improvements;
- Security enhancements;
- Site and infrastructure improvements;
- Energy efficiency upgrades;
- Management improvements under Budget Line Item (BLI) 1406.

Capital planning activities will be prioritized based on health and safety needs, physical condition assessments, operational efficiency, and long-term asset preservation goals.

Fair Housing and Equal Opportunity

HACM remains committed to affirmatively furthering fair housing and ensuring equal housing opportunity for all eligible persons regardless of race, color, religion, sex, national origin, familial status, disability, gender identity, or other protected classifications under applicable federal and state law.

HACM will:

- Comply with all Fair Housing requirements;
- Provide reasonable accommodation when required;
- Ensure meaningful access for persons with limited English proficiency;
- Promote non-discriminatory housing practices;
- Address barriers to housing access.

Resident and Community Engagement

HACM values resident participation and public engagement in the planning process.

The Annual Agency Plan was developed with:





Housing Authority of the City of Madera

- Resident input;
- Public review opportunities;
- Resident Advisory Board consultation, when applicable;
- Public hearing requirements;
- Coordination with local agencies and stakeholders.

Public notices and hearings were conducted in accordance with HUD requirements and applicable public participation standards.

Financial Resources

HACM anticipates utilizing the following funding sources:

- Public Housing Operating Subsidy;
- HUD Capital Fund Program grants;
- Housing Assistance Payments (HAP);
- Administrative Fees;
- Local and state grant opportunities;
- Development and partnership funding sources, when applicable.

HACM will continue to monitor financial conditions and implement prudent fiscal management practices to ensure long-term operational sustainability.

Coordination with Local Planning Efforts

HACM coordinates its activities with local planning initiatives and community development efforts, including:

- City housing and planning activities;
- Homelessness response systems;
- Affordable housing development initiatives;
- Community service providers;
- Economic development efforts;
- Regional housing and supportive service organizations.

HACM's Annual Agency Plan is consistent with the goals and priorities identified in local planning documents, including the City of Madera General Plan and Housing Element.





Housing Authority of the City of Madera

Attachment 2 – New Activities

Modernization – Currently exploring potential units for approved vacancies for modernization
Demolitions/Disposition – Currently exploring potential demolition and disposition with consultants

Homeownership – Currently exploring and seeking HUD authorization to start an HCV Homeownership Program Conversion of Public Housing to tenant based voucher/project-based voucher

Currently exploring potential conversion of PH units with consultants Project-based Vouchers

Currently exploring potential project base vouchers in opportunity zones to assist with deconcentration efforts as opportunities come available.

Significant Amendment Statement

HACM has adopted a separate Significant Amendment Policy defining the criteria and procedures for amendments or modifications to the Agency Plan in accordance with HUD regulations under 24 CFR Part 903.

Significant Amendment or Modification Policy

The Housing Authority of the City of Madera (HACM) defines a Significant Amendment or Modification to the Annual Plan or Five-Year Plan as any substantial change to agency policies, programs, operations, or use of federal funds that materially affects residents, applicants, program participants, or the public.

Significant Amendments include:

- Major changes to the Admissions and Continued Occupancy Policy (ACOP) or Housing Choice Voucher Administrative Plan;
- Substantial revisions to waiting list preferences, admissions policies, rent determination policies, occupancy standards, or grievance procedures;
- Demolition, disposition, RAD conversion, Faircloth development, acquisition, or new construction activities;
- Significant changes to Capital Fund Program priorities or planned development activities;
- Major changes to agency goals, mission, or strategic direction;
- Project-Based Voucher initiatives or housing development activities that materially alter HACM's housing programs.





Housing Authority of the City of Madera

The following actions shall not be considered Significant Amendments:

- Administrative or technical corrections;
- HUD-required regulatory changes;
- Minor operational or procedural revisions;
- Budget revisions not materially affecting residents or applicants;
- Payment standard adjustments within HUD-authorized limits.

When HACM determines a proposed action constitutes a Significant Amendment, HACM shall conduct the required public notice process, Resident Advisory Board consultation, public hearing, Board approval, and HUD submission in accordance with 24 CFR Part 903.

Emergency Amendments

In the event HUD issues emergency guidance, statutory changes, funding directives, or waivers requiring immediate implementation, HACM may adopt interim policy revisions prior to completion of the full Significant Amendment process, provided such changes are subsequently presented to the Board and incorporated into the next required PHA Plan submission.

Small PHA Operational Flexibility Clause

As a small/qualified PHA, HACM reserves the authority to make administrative and operational adjustments necessary to ensure efficient program administration, compliance with HUD requirements, preservation of affordable housing assets, and responsiveness to local housing needs, provided such adjustments do not materially alter resident rights or constitute a Significant Amendment as defined herein.



Chapter 1- Overview of the Program and Plan – Grammatical changes

Chapter 2 — Civil Rights, Nondiscrimination & Accessibility: Introduction / Part III – Serving LEP Persons – Replaces prior detailed LEP plan with a streamlined framework aligned with Executive Order 14224 and the 2025 OAG memo; removes translation/interpretation mandates; establishes English as the default communication language; permits use of advocates, bilingual helpers, and AI tools; prohibits use of children as interpreters.

Section 2-I.A. Overview – Updates legal citations, including VAWA 2022; adds HACM’s annual fair-housing certification in the PHA Plan; replaces older civil-rights language with clearer nondiscrimination statements covering federal, state, and local laws.

Section 2-I.B. Nondiscrimination – Updates protected-class language to reflect HUD treatment of gender identity and sexual orientation; notes HUD’s pause on Equal Access rule enforcement; expands harassment prohibitions; adds written/oral complaint options, 10-business-day investigation timeline, recordkeeping, and VAWA-specific complaint procedures.

Section 2-II.A. Disability Accommodation Overview – Replaces named staff contact with a position-based contact for accommodation requests; clarifies that the contact point is specifically for disability-related accommodations.

Section 2-II.C. Request for an Accommodation – Allows HACM to consider accommodation requests even when not submitted in writing.

Section 2-II.E. Approval/Denial of Accommodation – Requires written response within 10 business days; allows documented extensions during verification; separates denials into “no disability nexus” and “not reasonable”; requires notice of appeal rights; requires exploration of alternative accommodations before final denial.

Section 2-II.F. Program Accessibility – Adds that auxiliary aids may include accessible electronic and digital formats consistent with Section 504.

Section 2-II.G. Physical Accessibility – Requires briefing packets to inform families of accessible-unit resources; adds citation to 24 CFR 982.301(b)(12); clarifies HACM may assist families in locating accessible units.

Chapter 3 — Eligibility, Household Composition & Denial Standards: Introduction – Adds new eligibility rules prohibiting duplicative subsidies; incorporates HOTMA asset and property-ownership limits; requires criminal background checks; updates overview to reflect HOTMA asset-limitation requirements.

Section 3-I.B. Family and Household – Updates definitions to align with HOTMA; counts only assisted members for income/asset purposes; confirms live-in aides and foster children/adults are excluded.

Section 3-I.C. Family Breakup / Remaining Member – Adds protections for victims of human trafficking; includes school stability as a factor for minors.

Section 3-I.E. Spouse, Co-Head, Other Adult – Clarifies California does not recognize common-law marriage; confirms foster adults and live-in aides are not “other adults.”

Section 3-I.F. Dependent – Updates dependent definition to include 50% residency or primary financial support; expands acceptable documentation.

Section 3-I.J. Guests – Allows reasonable accommodations to guest-stay limits; updates medical-recovery example; adds rule defining unauthorized occupants using the unit address without approval.

Section 3-I.K. Foster Children and Adults – Adds regulatory citation; requires clear approval/denial standards for foster placements.

Section 3-I.L. Absent Family Members – Reduces employment-related absence threshold to 18 days; updates medical-confinement rules; defines incarceration over 30 days as permanent absence.

Section 3-I.M. Live-In Aide – Allows verification from any reliable professional unless obvious; broadens criminal-history considerations; increases HACM discretion in approvals.

Section 3-II.A. Income Eligibility and Targeting – Clarifies HUD AMI adjustments; updates “continuously assisted” definition to selection-date based.

Section 3-II.B. Citizenship or Eligible Immigration Status – Strengthens declaration and documentation requirements; clarifies consequences for failure to sign or provide proof.

Section 3-II.D. Consent to Release Information – Updates citations and form numbers; clarifies denial/termination for revoking consent.

Section 3-II.E. Students in Higher Education – Expands independence criteria; aligns with U.S. Department of Education definitions; adds automatic treatment for vulnerable youth.

Section 3-II.F. EIV System Searches – Modernizes terminology; clarifies EIV procedures, timing, and retention requirements.

Section 3-III.A. Overview – Removes outdated HUD guidance; simplifies criminal-screening section while retaining due-process emphasis.

Section 3-III.B. Mandatory Denial – Adds HOTMA asset and real-property restrictions; confirms no exceptions for methamphetamine-production convictions.

Section 3-III.C. Asset Restrictions – Fully rewritten to implement HOTMA asset-limit rules, including thresholds, real-property restrictions, exceptions, and geographic-hardship policy.

Section 3-III.D. Criminal Activity – Expands disqualifying criminal conduct within the past five years; removes arrest-only evidence; emphasizes case-by-case review and mitigating factors.

Section 3-III.D. Previous Behavior in Assisted Housing – Prohibits denial solely for FSS noncompliance; adds procedures for providing and disputing EIV debt reports.

Section 3-III.D. Screening – Formalizes criminal-background checks for all adults; reiterates limits on information shared with owners.

Section 3-III.E. Criteria for Denial – Prohibits use of arrest records as proof; expands mitigating-circumstance considerations including disability-related behavior and VAWA/trafficking protections.

Section 3-III.F. Notice of Eligibility or Denial – Requires automatic disclosure of criminal/sex-offender records; provides 10 business days to dispute; requires VAWA forms when applicable.

Section 3-III.G. VAWA / Human Trafficking Protections – Adds human-trafficking protections; prohibits adverse actions based on victimization; includes savings clause requiring HACM to apply whichever law offers the greatest protection.

Chapter 4 — Application, Waiting List & Selection

Section 4-I.A. Overview – Removes LEP references and refocuses on accessibility for elderly persons and individuals with disabilities.

Section 4-I.C. Accessibility of the Application Process – Deletes prior LEP subsection; centers the section solely on disability-related accommodations.

Section 4-I.D. Placement on the Waiting List – Allows HACM to review applications at its discretion rather than requiring review of every submission; requires written acceptance within 10 business days.

Section 4-II.C. Opening and Closing the Waiting List – Expands acceptable public-notice methods to include a broader range of media outlets while retaining required publications.

Section 4-II.E. Reporting Changes – Replaces “immediately” with “promptly”; allows changes to be reported in person, in writing, or electronically.

Section 4-II.F. Updating the Waiting List – Transfers reinstatement authority to the housing manager; permits reinstatement when nonresponse is linked to disability or VAWA/trafficking-related circumstances.

Section 4-III.C. Selection Method / Local Preferences – Adds a new Transition Temporary Preference for EHV households losing assistance due to funding.

Section 4-III.D. Notification of Selection – Allows notices by mail, email, text, or RentCafé with applicant consent; undeliverable notices may result in removal from the list.

Section 4-III.E. Eligibility Determination Process – Expands communication options to include bilingual staff, volunteers, AI tools, and machine translation; requires a second appointment notice before denial.

Section 4-III.F. Completing the Application Process – Requires families who do not qualify for a claimed preference to be returned to the correct waiting-list position.

Part IV – Moving On from CoC-Supported Housing – Adds HUD-supported justification recognizing Moving On as a valid local preference.

Chapter 5 — Briefings, Voucher Issuance & Family Obligations

Section 5-I.B. Briefing- Allows individual/group briefings; expands language-access options; adds oral guidance on unit selection, accommodations, and communication.

Briefing Packet – Updates packet materials to include HUD unit-selection guidance, RA info, exception payment standards, accessible listings, corrected VAWA content, and HACM reporting/termination rules.

Section 5-I.C. Family Obligations – Prohibits use of arrest records; expands tenant-caused deficiency examples; extends VAWA protections to trafficking victims.

Section 5-II.B. Determining Family Unit (Voucher) Size – Updates citation; counts pregnant woman as two persons; allows foster placements if not overcrowding; permits extra bedroom when required.

Section 5-II.E. Voucher Term and Extensions – Requires written extension requests; allows reapplication if voucher expires; requires expiration notice within 10 business days.

CHAPTER 6.A — Income and Subsidy Determinations: Introduction / Structure – Replaces “model policy” with “administrative plan”; clarifies Chapter 6.B applies after HOTMA; renumbers sections and retitles Part II as Adjusted Income.

6-I.B. Household Composition & Income – Removes “Overview” label; corrects income table; refines absent-member rules; updates medical-confinement verification; removes outdated medical-deduction text; expands joint-custody documentation.

6-I.C. Anticipating Annual Income – Clarifies wage-projection method; ties projections to family declarations and documents; prohibits using EIV quarterly wages for projections.

6-I.D. Earned Income – Corrects citation; clarifies full gross wages are counted; updates bonuses/commissions language.

6-I.E. Business Income – Clarifies independent-contractor income is included and not treated as nonrecurring; distinguishes business/self-employment income from excluded income.

6-I.F. Student Financial Assistance – Rewritten to align with HOTMA; removes outdated Section 8 student-aid rules.

6-I.H. Nonrecurring Income – Repositions section; reiterates that contractor/day-labor/seasonal income is not excluded as nonrecurring.

6-I.J. Civil Rights Settlements – Simplifies exclusion rules; notes future income generated from settlement funds may count.

6-I.L. Assets – Removes outdated interim-reexam language; corrects lottery example; clarifies retirement-account treatment and imputed income.

6-I.N. Periodic & Determinable Allowances – Shifts to counting actual alimony/child-support received; adds procedures for no-payment claims, regular payments, and lump sums.

Part II – Adjusted Income – Adds privacy-focused rules requiring redaction of medical information and limiting documentation requests.

6-II.D. Medical Expenses – Adds HIPAA/Privacy Act references; restricts documentation to what is necessary.

6-II.E. Disability Assistance Expenses – Expands auxiliary-apparatus examples; aligns with PIH 2023-27.

6-III.C. Applying Payment Standards – Updates to reflect PIH 2024-34; confirms HACM will not reduce payment standards during active HAP contracts.

CHAPTER 6.B — Income and Subsidy Determinations (HOTMA 102/104)

6-I.A. Overview – Strengthens compliance language and aligns with HOTMA and PIH 2023-27 guidance.

6-I.B. Household Composition & Income – Updates terminology; expands joint-custody documentation; adds reasonable-accommodation protections for caretaker decisions; requires written notice and informal review/hearing when rent or subsidy is affected.

6-I.C. Calculating Annual Income – Adds requirement for written notice and informal review/hearing when income determinations affect rent or subsidy.

6-I.D. Earned Income – Tightens language; aligns with current regulatory guidance; confirms variable earned income is included.

6-I.E. Business & Self-Employment Income – Clarifies independent-contractor income is included and not nonrecurring; requires written notice and opportunity to dispute determinations.

6-I.F. Student Financial Assistance – Streamlined to HOTMA rules; removes outdated Section 8 student-aid provisions; aligns with Title IV and actual covered-cost framework.

6-I.G. Periodic Payments – Clarifies workers’ compensation is always excluded; updates Social Security citation; reinforces use of gross benefit amounts. Alimony & Child Support – Expands procedures for no-payment claims, regular payments, and lump sums; allows three-month review or 12-month averaging; clarifies recurrence determinations.

6-I.K. Civil Rights Settlements – Updates asset-threshold example; reiterates settlements are excluded from income but may count as assets.

6-II.C. Asset Inclusions & Exclusions – Replaces fixed dollar thresholds with HUD-published annual amounts.

6-III.E. Disability Assistance Expenses – Clarifies mandatory HOTMA/HUD requirements; notes 10% threshold unless hardship applies; requires written notice and informal review/hearing when determinations affect the family; adds reasonable-accommodation protections.

Part IV – Calculating Family Share & PHA Subsidy – Adds opening statement that provisions reflect mandatory federal and HOTMA requirements unless labeled as local policy.

6-IV.C. Applying Payment Standards – Clarifies administration of updated federal rules without changing HACM’s local policy choices.

Chapter 7.A — Verification

Introduction – Notes shift to Chapter 7.B at HOTMA compliance; reinforces that families must authorize verification; prohibits charging for verification; aligns with PIH 2018-18 and disability-accommodation requirements.

7-I.A. Family Consent to Release Information – Updates consent rules for HOTMA (HUD-9886A signed once after 1/1/24); requires new signatures only when adults join or minors turn 18; expands reasonable-accommodation options. Verification Hierarchy & Document Standards – Adds stricter document rules (120-day recency, originals, acceptance of web printouts); expands file-documentation requirements for transparency.

7-I.C. Upfront Income Verification (EIV/UIV) – Adds monthly report-generation and reconciliation procedures; includes identity-verification failure steps; reinforces EIV use for zero-income checks and discrepancy resolution.

7-I.D. Third-Party Verification – Clarifies when forms must be sent directly; adds rules for verbal confirmations; requires rejection of altered documents; requires consecutive pay stubs.

7-I.E. Self-Certification – Clarifies self-certification is last-resort unless HUD permits; expands acceptable situations (excluded income, small assets); adds documentation and signature requirements.

Part II – Verifying Family Information – Expands acceptable identity documents; updates SSN verification rules; clarifies fallback procedures and extension timeframes.

Family Relationships & Household Composition – Clarifies when head-of-household certification is sufficient; strengthens documentation for moved-out members and relationship changes; adds examples such as leases and utility bills.

Student Status & Eligibility – Expands verification for independence; adds tax-record and prior-residence procedures; clarifies when parental income must be included.

Disability Verification – Clarifies acceptable sources (SSA or qualified professionals); adds procedures for obtaining benefit letters and timelines; ensures consistent treatment.

Citizenship / Immigration Status – Streamlines verification; reduces documentation burden unless discrepancies arise.

Part III – Income & Assets – Expands guidance on earned income, self-employment, and required documentation; adds more detailed financial-record requirements.

Social Security / Fixed Income – Clarifies verification differences for applicants vs. participants; requires EIV use unless disputed; prohibits bank statements as proof.

Assets, Child Support & Zero Income – Updates verification hierarchy; expands procedures for irregular or unpaid support; aligns with HOTMA exclusions and reporting rules.

Part IV – Deductions – Strengthens documentation standards for medical, disability-assistance, and childcare expenses; clarifies eligibility, reasonableness, and unreimbursed-expense rules.

CHAPTER 7.B — Verification (HOTMA): Chapter Title / Structure – Retains HOTMA-specific verification rules separate from Chapter 7.A; aligns terminology and organization with HOTMA implementation requirements.

7-1.A Verification Standards – Applies HOTMA verification hierarchy and updated documentation rules; reinforces that verification must follow federal requirements unless labeled as local policy.

Part II – Verifying Family Information: Identity, SSN & Citizenship – Updates verification procedures to match HOTMA guidance; clarifies acceptable documents and fallback options; maintains streamlined citizenship/immigration verification unless discrepancies arise.

Part III: Income & Asset Verification – Aligns earned-income, self-employment, and asset-verification procedures with HOTMA; requires more detailed financial documentation; incorporates updated thresholds and exclusions.

Student Eligibility – Applies HOTMA student-status rules; clarifies independence verification and when parental income must be included.

Disability & Reasonable Accommodation – Maintains HOTMA-aligned verification standards; clarifies acceptable sources and documentation; reinforces accommodation obligations.

Deductions (Medical, Disability Assistance, Childcare) – Applies HOTMA deduction rules; updates verification requirements; clarifies reasonableness and unreimbursed-expense standards.

Notice & Review Rights – Requires written notice and opportunity for informal review/hearing when verification outcomes affect rent or subsidy.

CHAPTER 8.A — Housing Quality Standards (HQS) & Rent Reasonableness: Chapter Title – Retitled to focus on HQS and Rent Reasonableness; removes NSPIRE-focused framing; updates CFR and PIH references.

Introduction – Centers chapter on HQS requirements; removes prior NSPIRE transition language; emphasizes owner responsibility for HQS and PHA responsibility for rent reasonableness.

Part I Overview – Updates section descriptions to align with HQS-based structure. Special Housing Types & Terminology – Narrows NSPIRE references; adds clarification that HUD regulations still use “HQS” while “NSPIRE” applies only to NSPIRE standards.

8-I.A. General HUD Requirements – Adds new section outlining HUD HQS performance and acceptability standards; clarifies PHAs may retain HQS definitions while applying NSPIRE-related requirements.

Modifications for Accessibility – Removes NSPIRE framing; restates accessibility obligations under HQS and fair-housing law; maintains requirement for owners to allow reasonable modifications.

Life-Threatening Conditions – Replaces NSPIRE-based list with HACM-defined HQS life-threatening conditions.

Owner & Family Responsibilities – Clarifies division of responsibilities; updates tenant-caused damage language; strengthens enforcement clarity.

Children with Elevated Blood Lead Levels – Updates terminology and procedures to match current HUD lead-based paint rules.

Part II Overview & PHA-Owned Units – Adds references to Chapters 17 and 18 for PBV inspections; updates regulatory citations.

Notice & Scheduling – Sets inspections during business days/times; allows emergency exceptions for life-threatening conditions.

Initial Inspections, Reinspections, Utilities & Appliances – Clarifies owner correction timeframes; tightens reinspection rules; allows rejection after failed reinspections unless good cause exists.

Periodic HQS Inspections – Retitles section; requires at least one inspection every 24 months; authorizes special/interim inspections.

Interim Inspections – Updates timelines to match current HUD requirements for reported deficiencies.

Quality Control Inspections – Refines QC requirements; cites 24 CFR 985.3(e); emphasizes supervisory QC inspections.

Inspection Results & Corrective Actions – Formalizes noncompliance standards; clarifies HACM does not withhold HAP upon written notice of deficiencies unless authorized.

Exhibit 8-1 Updates – Updates lead-based paint terminology (“elevated blood lead level”); updates smoke-alarm requirements to sealed 10-year battery or hard-wired devices.

CHAPTER 8.B — NSPIRE & Rent Reasonableness Determinations

Introduction – Updates NSPIRE compliance timeline; clarifies all HCV/PBV units must meet NSPIRE standards by the federal transition deadline.

NSPIRE & HQS Terminology – Clarifies that NSPIRE replaces HQS inspection protocols, but HUD regulations continue using the term “housing quality standards.”

Part I – NSPIRE Standards – Adds expanded habitability and safety requirements for interior, exterior, and whole-unit conditions; modernizes smoke-alarm standards (sealed 10-year battery or hard-wired); reinforces accessibility-modification obligations.

Life-Threatening Deficiencies – Replaces PHA-defined list with HUD’s standardized NSPIRE list; requires correction within 24 hours.

Owner & Family Responsibilities – Clarifies owners must maintain units unless deficiencies are tenant-caused; reinforces enforcement roles.

Inspection Process – Organizes inspections into initial, periodic, interim, and quality-control categories; prohibits charging families or owners for standard inspections; HACM will not use remote video inspections.

Initial Inspections – Requires full HQS/NSPIRE pass before HAP; declines HUD optional flexibilities; does not accept alternative inspections; maintains 15-day inspection/notification timeline.

Inspection Enforcement – Distinguishes 24-hour correction for life-threatening issues and 30-day correction for all others; clarifies HAP cannot be withheld before abatement; defines abatement procedures with 60-day maximum before termination; requires formal written notices.

Rent Reasonableness – Strengthens methodology and documentation requirements; reaffirms rents cannot exceed comparable unassisted units.

CHAPTER 9. — Leasing Introduction added language for HUD-approved inspection standards in effect at the time of inspection, including NSPIRE as implemented by the PHA.

9-I.A. Tenant Screening – Added human trafficking to the list of VAWA protection list

9-I.B. Requesting Tenancy Approval – Added language to accept electronic signatures and documents if valid under state law and HUD rules; requires proof of ownership and a Property Management Agreement when applicable.

9-I.E. HACM policy updated to state that HACM will not use UNP or ongoing administrative fees to pay security deposits, utility deposits, application or similar fees, or holding fees.

9-I.G. HAP Contract Execution – HAP contracts signed after 60 days are void unless HUD approves an extension requested within two weeks of the deadline due to extenuating circumstances and updated policy to reflect

CHAPTER 10 — Moving with Continued Assistance and Portability

Grammatical changes / added Human Trafficking (VAWA)

10-I.B. Family Moves Due To Unit Deficiencies

Units in Abatement – If a unit is in abatement, the owner may not terminate tenancy; families may choose to move, and HACM will issue a voucher within 10 business days of approving the move, following Chapter 5 policies on voucher term, extensions, and expiration.

Termination of HAP & Family Moves – For repairs not completed within 60 days, HACM must terminate the HAP contract and issue the family a voucher at least 30 days before termination; HACM provides a 120-day initial voucher term with no briefing required, and families must submit an RFTA within the term unless extended under Chapter 5 policies.

Offer of Public Housing – HACM will provide a public housing preference to HCV families whose HAP contract is terminated for owner failure to make repairs and who cannot lease a new unit within the voucher term; HACM will notify the family 30 days before voucher expiration with estimated availability for an appropriate-sized unit.

Relocation Assistance – HACM will assist families with disabilities in locating accessible units as required; HACM will not use abated HAP for relocation costs.

10-II. Voucher Issuance and Term – Added language to the policy if the move is due to HAP termination for owner failure to make required repairs, HACM will issue the family a voucher no later than 30 days before HAP contract termination, with a 120-day initial term.

CHAPTER 11 — Reexaminations Under HOTMA

11-I.A. Overview – Updates chapter to reflect HOTMA annual and interim reexamination requirements; removes outdated pre-HOTMA language.

11-I.B. Scheduling Annual Reexaminations – Clarifies HACM will schedule annual reexaminations according to HOTMA timelines; removes discretionary early-review language.

11-I.C. Effective Dates – Aligns effective-date rules with HOTMA; clarifies increases take effect after proper notice and decreases take effect the first of the month after reporting.

11-II.A. Interim Reporting Requirements – Requires families to report all household-composition changes within 10 business days; aligns income-change reporting with HOTMA thresholds.

11-II.B. Processing Interim Changes – Clarifies when HACM must conduct an interim reexamination; distinguishes mandatory vs. optional interims; aligns with HOTMA income-change rules.

11-II.C. Effective Dates for Interim Changes – Updates effective-date rules for increases and decreases; applies HOTMA timing for rent adjustments.

11-III.A. Streamlined Reexaminations – Applies HOTMA streamlined rules for fixed-income families; clarifies documentation and verification requirements.

11-III.B. Zero-Income Households – Updates verification and reporting requirements; aligns with HOTMA and EIV discrepancy procedures.

11-III.C. Failure to Comply – Clarifies consequences for failing to attend reexaminations or provide required information; reinforces notice and hearing rights.

CHAPTER 12 — Termination of Assistance and Tenancy

12- Grammatical and adding Human Trafficking (VAWA) throughout the chapter

12-I.D. Failure to Provide Consent – HACM will terminate assistance if any family member revokes consent for HACM to obtain required financial-institution information under 24 CFR Part 5.

12-I.E. Mandatory Policies and other authorized terminations – Removed language or records of arrest will not be used as the sole basis, added language of PHAs are not permitted to terminate assistance to family due to not meeting its obligations under the FSS COP. Updated/added language in policy regarding a participant being evicted due to repeated lease violations

12-II.E. Terminating the Assistance of a domestic violence perpetrator – Added language that HACM continues HAP until 30 days after lease bifurcation to remove the perpetrator. If the perpetrator is the only eligible participant, remaining members may establish eligibility; if not, HACM provides 30 days to qualify for another housing program before ending HAP.

CHAPTER 13 — Owners

13-I.C. Owner Responsibilities – Updates owner obligations to reflect current HUD requirements; clarifies duty to maintain NSPIRE/HQS compliance, enforce lease terms, and comply with fair-housing laws.

13-I.D. Owner Qualifications – Clarifies individuals that are prohibited from any direct or indirect interest in a HAP contract, including interests held by immediate family members (spouse, parent/stepparent, child/stepchild, grandparent, grandchild, sibling/stepsibling), during the covered period and for one year afterward. Clarifies that owner lease terms must be consistent with state law and cannot conflict with federal requirements.

13-II.E. HAP Contract Term & Terminations – Updates allowable grounds for termination; clarifies notice requirements; incorporates VAWA and trafficking protections prohibiting termination based on victimization.

CHAPTER 14 — Program Integrity (grammatical changes throughout the chapter)

14-I.B. Detecting Errors and Program Abuse – Added the work number and any other private/public databases

CHAPTER 15 — Special Housing Types

15-I.A. Overview – Updates chapter to reflect current HUD rules for special housing types; removes outdated references and clarifies HACM may choose which types it administers.

15-I.B. Shared Housing – Clarifies eligibility, lease requirements, and prorated rent calculations; updates HQS/NSPIRE application for shared spaces.

15-I.C. Manufactured Home Space Rental – Updates payment standard rules; clarifies utility allowances and rent reasonableness requirements for space rentals.

15-I.D. Congregate Housing – Clarifies eligibility for elderly/disabled households; updates service-fee treatment and verification requirements.

15-I.E. Group Homes – Updates occupancy rules; clarifies treatment of shared vs. private spaces; aligns payment standard and utility allowance rules with HUD guidance.

15-I.F. Independent Group Residences (IGR) – Removes outdated language; clarifies HACM does not administer IGR unless HUD reinstates the program.

15-I.G. Single Room Occupancy (SRO) – Updates HQS/NSPIRE requirements; clarifies prorated rent and utility allowances; reinforces owner obligations for shared facilities.

15-I.H. Cooperative Housing – Updates eligibility and lease requirements; clarifies member-share treatment and rent reasonableness standards.

CHAPTER 16 — Program Administration

16-I.A. Administrative Fee Reserve – Updates language to reflect current HUD rules on eligible uses; clarifies Board authorization requirements for expenditures.

16-I.B. Recordkeeping – Strengthens documentation standards; clarifies retention periods; adds requirements for maintaining EIV reports, NSPIRE/HQS records, and HOTMA-related determinations.

16-I.C. Privacy & Confidentiality – Updates privacy protections; reinforces limits on accessing and sharing EIV data; adds HIPAA/VAWA confidentiality requirements.

16-I.D. Fraud Prevention & Quality Control – Aligns QC sampling with SEMAP; adds supervisory review requirements; clarifies corrective-action procedures.

16-I.E. Communication & Language Access – Updates LEP requirements; clarifies interpreter/translation obligations; reinforces accessibility accommodations.

16-I.F. Public Access to Information – Updates FOIA and public-records language; clarifies what documents may be disclosed and what must remain confidential.

16-II.A. Monitoring Program Performance – Aligns with SEMAP indicators; clarifies internal monitoring responsibilities and documentation.

16-II.B. SEMAP Certification – Updates certification requirements; clarifies Board approval and submission timelines.

16-III.A. Owner or Family Debts to the PHA – Updates repayment-agreement standards; clarifies when repayment is permitted or prohibited; aligns with Chapter 14.

16-III.B. Debts Owed to PHAs & HUD's EIV Debts Module – Updates reporting requirements; clarifies when HACM must enter debt/termination data into EIV.

16-IV.A. Complaints & Appeals – Updates procedures for handling complaints; clarifies informal review/hearing rights; aligns with HOTMA-related notice requirements.

16-IV.B. Reasonable Accommodation – Strengthens RA procedures; clarifies documentation standards; reinforces interactive-process requirements.

CHAPTER 17 Project-Based Vouchers

17-I.A. PBV Waiting List Administration – Clarifies HACM may use a separate PBV waiting list or the HCV list; updates procedures for opening, closing, and maintaining PBV-specific lists.

17-I.B. Selection from the Waiting List – Aligns PBV selection with 24 CFR 983.251; clarifies that families are selected in accordance with PBV-specific preferences, accessible-unit matching, and owner screening requirements.

17-I.C. Referrals to PBV Units – Updates referral procedures; clarifies HACM responsibilities for determining eligibility and issuing referrals to owners for screening.

17-I.D. Owner Screening & Tenant Selection – Clarifies owners must apply their standard screening criteria consistently; reinforces fair-housing and VAWA protections; prohibits screening for federally protected statuses.

17-II.A. Leasing PBV Units – Updates requirements for lease execution, tenancy addendum, and initial NSPIRE/HQS compliance; clarifies effective dates and move-in procedures.

17-II.B. Family Rights & Responsibilities – Clarifies PBV families retain HCV-equivalent rights unless PBV rules differ; updates reporting, reexamination, and occupancy requirements.

17-II.C. Vacancies & Unit Turnover – Clarifies procedures when units become vacant; updates owner obligations for timely turnover; outlines HACM responsibilities for re-referral and vacancy-payment eligibility.

17-III.A. Transfers Within PBV Projects – Updates rules for over-/under-occupied units, accessible-unit matching, and reasonable-accommodation transfers; clarifies HACM and owner responsibilities.

17-III.B. Moves with Continued Assistance – Clarifies tenant right to request a tenant-based voucher after one year; aligns with 24 CFR 983.260; references Chapter 12 for move procedures.

17-III.C. Termination of Assistance – Updates termination procedures for PBV households; clarifies owner vs. HACM roles; reinforces due-process, notice, and VAWA protections.

CHAPTER 18 Emergency Housing Vouchers

XIII: Emergency Housing Voucher (EHV) Transition Policy. Established a temporary preference for EHV families at risk of losing assistance due to insufficient program funding.

Chapter 19 Special Purpose Vouchers

Removed Mainstream, Non Elderly Disabled. Stability Voucher Program throughout the chapter since they are not under the HACM programs. Added Family Unification Program, Foster Youth to Independence Program and Veterans Affairs Supportive Housing since those are programs under the HCV program.

19-I.A. Program Overview: Updated the PIH Notice and added language to the policy for FUP to clarification as per HUD requirements

19-I.B. Public Child Welfare Agency: Updated the policy to reflect the MOU with the partnering organizations, added the PIH Notice

19-I.E. Assistance Period: Updated the policy to define the definition for a incapacitated person and updated the Language for LEP as in Chapter 2

19-I.F. Referrals And Waiting List Management: Updated the waiting list placement under the HCV regulations to enable PHAs to allocate FUP & FYI vouchers Added the PIH Notice and updated the policy to indicate it will not maintain a separate waiting list for FUP & FYI vouchers & selection

19-I.H. Lease Up: Added the voucher issuance as per PIH Notice for initial search terms for FUP and added a policy to reflect the process and issuances

19-I.K. Project-Basing FUP Vouchers: Added the CFR & FR Notice and added/removed language according to the notices

Part II: Foster Youth to Independence Initiative: Added the PIH Notice and added the language accordingly to the notice and CFR

19-IIB Partnering Agencies/Continuum of Care (CoC) and other Partners: Added language for the role of the CoC and updated the policy to indicate which agencies are in partnership with the FYI program

19-IIE Referral and Waiting List Management/Referrals: Added language for youth who are still in child welfare system and the prioritization that is consistent with Fair Housing & Civil Rights

Waiting List Placement: Added PIH notice and the regulations for a single waiting list for admission for FUP & FYI vouchers and added language to the waiting list selection and policy

19-II.F. PHA HCV Eligibility Determination (FYI FAQs) added language to the additional eligibility factors for when a youth may be referred for a FUPY or FYI voucher before reaching the age of 18

19-II.G. Lease Up: Added the title for Briefings and the FR Notice and voucher issuance as per the PIH Notice and policy was added to reflect the updates/added language

19-II.H Maximum Assistance Period: Policy was updated to define a incapacitated person

19-III.C. HCV Program Eligibility: Added/Removed language for verifying Social Security Numbers for homeless veterans and their family members; updated the income eligibility as per the FR notice related to income that apply to VASH families; added language for the Minimum Rent/FR notice and policy to reflect the added language

19-III.E. Leasing: Added language for the exception payment standard as per the FR Notice, also added the special housing types for VASH participants

19-III.G. Termination of Assistance: Updated the FR Notice; language was added to the cessation of case management for VASH participants and the regulation for serious violations of the lease

19-III.H. Project Basing VASH Vouchers; Updated the FR Notice added policies for VASH PBV units and added the language/sections accordingly for moves, terminations, eligibility etc

Glossary

Added/removed language for an Affiliated Person

Added Housing Quality Standards

Removed the information relating to an individuals income

Added Independent Entity and definition

Added the Upon PHA implementation of HOTMA 102/104

Added the Request for Tenancy Approval (RFTA) and definition

Added Victim and definition

ACOP 2026 Summary of Changes

Chapter 02 Fair Housing

- *Section 2-I.A. OVERVIEW* – HACM policy revised to state compliance with all applicable federal, state, and local nondiscrimination laws and ordinances. Additional references added regarding HUD Equal Access, VAWA 2022, and HACM annual fair housing certification in the PHA Plan.
- *Section 2-I.B. NONDISCRIMINATION* – Clarified that harassment includes sexual harassment and harassment based on sex, gender identity, sexual orientation, and other protected characteristics.
- *Section 2-I.C. DISCRIMINATION COMPLAINTS* – Updated to allow oral or written complaints; HACM must investigate within 10 business days, attempt resolution, and inform complainants of HUD FHEO filing rights.
- *Section 2-I.C. VAWA Complaint Procedure* – New procedure established for VAWA-related complaints, including intake, investigation, and documentation requirements.
- *Section 2-II.A. OVERVIEW* – Applicant and Tenant Notification of Reasonable Accommodation Rights – Requires HACM to proactively notify applicants and tenants of accommodation rights at intake, reexamination, and adverse actions.
- *Section 2-II.E. REASONABLE ACCOMMODATION RESPONSE* – Approval/Denial of Requested Accommodation – Requires written response within 10 business days, with extensions permitted during documented interactive process.
- *Section 2-II.F. PROGRAM ACCESSIBILITY* – Program Accessibility for Persons with Hearing or Vision Impairments – Recognizes electronic/digital formats as auxiliary aids under Section 504.
- *Section 2-III.A. OVERVIEW* – Limited English Proficiency (LEP) – Updated to reflect English as official language emphasis and streamlined LEP framework.
- *Section 2-III.B. ORAL INTERPRETATION* – HACM Policy – Communications generally conducted in English with use of interpreters, AI tools, advocates, and machine translation permitted; children may not serve as interpreters.
- *Sections 2-III.C WRITTEN TRANSLATION and 2-III.D IMPLEMENTATION PLAN* – Removed prior formal LEP translation/implementation framework.

Chapter 03 Eligibility

- *Section 3-I.C. Assignment of the Unit* – Family Breakup and Custody Considerations – Added school stability as a factor in determining household retention of assistance.
- *Section 3-I.F. Joint Custody and Dependent Designation* – Revised dependent definition to include 50% residency or primary financial support.
- *Section 3-I.J. Absence of Entire Family* – Added reasonable accommodation consideration for guest-stay limitations.
- *Section 3-I.L. Absence of Entire Family* – Temporary Absence Standard – Reduced allowable absence from 90 days to 60 days.
- *Section 3-II.B. Eligibility Criteria* – Admission of Non-Income Eligible Families – Clarified

that non-income-eligible families will not be admitted above 80% AMI.

- *Section 3-II.C. Citizenship/Eligible Immigration Status Requirements* – Added documentation requirements for citizenship/national status verification.
- *Section 3-II.E. Penalties for Failing to Consent* – Revocation of Consent – Revocation of consent results in denial or termination of assistance.
- *Section 3-III.D. Family Self-Sufficiency Participation* – Clarified FSS noncompliance is not sole basis for denial.
- *Section 3-III.F. Consideration of Circumstances* – Evidence Standards – Arrest records alone may not establish ineligibility; may trigger further investigation.
- *Section 3-III.F. Consideration of Circumstances* – Expanded Mitigating Factors – Includes VAWA protections, disability-related behavior, rehabilitation, and time since offense.

Chapter 04 Applications

- *Section 4-I.D. Placement on the Waiting List* – Eligible for Placement on the Waiting List – Updated notice language to “application accepted for processing.”
- *Section 4-III.B. Selection Method and Local Preferences* – Local Preferences – Added Emergency VAWA Transfer Preference and HCV Abatement Preference.
- *Section 4-III.D. Eligibility Determination Process* – Verification of Information – Requires missing identity documentation within 10 business days.
- *Section 4-III.D. Eligibility Determination Process* – Language Assistance – Adds AI tools, advocates, bilingual staff, and translation services.
- *Section 4-III.E. Final Eligibility Determination* – Violence Against Women Act (VAWA) Reference Update – Updated reference to 2023 VAWA reauthorization.

Chapter 05 Occupancy

- Grammatical changes

Chapter 06 Income

- *Section 6-I.C. Determining Annual Income* – Anticipating Annual Income – Clarified use of EIV and tenant documentation for wage projection.
- *Section 6-I.NO. Periodic Payments* – Alimony and Child Support – Expanded procedures for verification, averaging payments, and treatment of lump sums.
- *Section 6-II.D. Medical Expenses* – Health and Medical Care Expense Deduction – Requires redaction of all personal medical information; prohibits inclusion in tenant files.
- *Section 6-II.E. Disability Assistance Expenses* – Eligible Auxiliary Apparatus – Expanded list of eligible devices and equipment.
- *Section 6-II.E. Disability Assistance Expenses* – Eligible Attendant Care – Clarified eligible care includes ADLs and 24-hour support services.
- *Section 6-I.GH. Periodic Payments* – Alimony and Child Support Income Calculation Procedures – Detailed verification hierarchy and treatment of irregular payments.

Chapter 07 Verification (Part A)

- *Section 7-I.A. Family Consent to Release of Information* – Added EIV consent and distribution procedures.
- *Section 7-I.A. Penalties for Failing to Consent* – Revocation results in denial or termination.
- *Section 7-I.C. Streamlined Income Determinations* – Clarifies Safe Harbor usage and exceptions..
- *Section 7-I.E. Costs of Verification* – HACM may cover verification costs when required.
- *Section 7-II.H. Verification of Preference Status* – Added verification for VAWA and HCV preferences.
- *Section 7-III.D. Alimony and Child Support Verification* – Established hierarchy of verification sources.
- *Section 7-III.C. Periodic Payments* – EIV security procedures required.
- *Section 7-III.E. Assets Disposed of for Less Than Fair Market Value* – Self-certification permitted.
- *Section 7-III.J. Student Financial Assistance* – Verification of educational assistance sources required.
- *Section 7-IV.B. Medical Expense Documentation* – Requires removal of PII and compliance with privacy laws.

Chapter 07 Verification (Part B)

- *Section 7-I.F. Level 4 Verification* – EIV Security Procedures – Reinforces secure handling of EIV data.
- *Section 7-I.H. Oral Third-Party Verification* – Allows self-certification if verification not returned within 10 business days.
- *Section 7-I.H. Imputed Assets* – Allows self-certification for disposed assets.
- *Section 7-II.G. Citizenship or Eligible Immigration Status* – Requires supporting documentation for citizenship claims.

Chapter 08 Leasing

- *Section 8-I.F. Payments Under the Lease* – Rent Payments – Late Fees and Nonpayment – Reduced nonpayment notice period from 30 days to 14 days.
- Added 14-day Notice to Vacate after rent default on the 5th day of the month.
- Payment within notice period prevents eviction filing.

Chapter 09 Reexaminations (Part A)

- *Section 9-I.F. Effective Dates* – Removed discretionary language allowing early scheduling of annual reexaminations and alternate effective date provisions.
- *Section 9-III.B. Changes in Family and Household Composition* – Added requirement to report changes within 10 business days.

Chapter 09 Reexaminations (Part B)

- *Section 9-III.B. Changes in Family and Household Composition* – Reporting Requirement – Reinforces 10-business-day reporting rule.

Chapter 10 Pets

- *Section 10-I.B. Approval of Assistance Animals* – Added requirement for verification of disability-related need for unique/non-traditional animals.

Chapter 11 Community Service

- Grammatical changes

Chapter 12 Transfers

- *Section 12-I.B. Emergency Transfers* – Added requirement that VAWA-related emergency transfers be processed upon receipt of complete request and absence of conflicting information.
- Added confidentiality requirement prohibiting disclosure of victim location.
- *Section 12-IV.B. Transfer List* – Added HCV Abatement-Affected Families as priority transfer category.

Chapter 13 Lease Terminations

- *Section 13-III.B. Mandatory Lease Provisions* – Removed prohibition on using arrest records as sole basis for termination (applies throughout section).
- *Section 13-III.C. Other Authorized Reasons for Termination* – Added firearm/weapons compliance requirement; unlawful possession constitutes material lease violation.
- *Section 13-III.E. Criteria for Deciding to Terminate Tenancy* – Added authority to obtain and review police reports related to arrests.

Chapter 14 Grievances

- *Section 14-I.B. Informal Hearing Process* – Added language assistance via AI tools, interpreters, and machine translation; advocates permitted.
- *Section 14-III.G. Remote Hearings* – Added same language assistance standards for remote grievance hearings.

Chapter 15 Program Integrity

- Grammatical changes

Chapter 16 Program Administration

- *Section 16-III.B. Repayment Policy* – Established structured repayment schedules based on debt amount.
- Added hardship flexibility based on income, expenses, cause of debt, and payment history.
- Standardized repayment agreement framework.



Housing Authority of the City of Madera

BOARD MEMORANDUM

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

BOARD MEETING: June 10, 2026

AGENDA ITEM: C-4

FROM: Blanca Mendoza-Navarro, Executive
Director

AUTHOR: Blanca Mendoza-Navarro, Executive Director

DATE: June 5, 2026

SUBJECT: AUTHORIZATION REQUEST ITEM – Authorization to Develop and Issue a Request for Qualification for Affordable Housing Co-Development, Portfolio Repositioning, Preservation, and Redevelopment Services

EXECUTIVE SUMMARY:

The purpose of this memo is to request Board of Commissioners' authorization for the Executive Director to develop a Request for Qualifications (RFQ) to identify an affordable housing co-development partner to help HACM evaluate, preserve, reposition, redevelop, finance, and expand affordable housing opportunities within its portfolio and service area.

Staff also recommends presenting the draft RFQ, evaluation criteria, and procurement schedule to the Real Estate Ad Hoc Committee for review and comment before public advertisement.

HACM's affordable housing assets require ongoing evaluation to support long-term financial sustainability, preserve affordability, maintain compliance, and respond to community housing needs.

To address capital needs and expand housing opportunities, housing authorities commonly use preservation, repositioning, redevelopment, and financing tools such as RAD, Section 18, Blend and Build, LIHTC, USDA preservation programs, Project-Based Vouchers, mixed-finance development, and other federal, state, and local resources.

The Board has already established the Real Estate Ad Hoc Committee to work with staff on preservation, redevelopment, and portfolio repositioning opportunities. Staff believes this is the right time to procure a qualified development partner with expertise in affordable housing finance, preservation, and repositioning to help evaluate options and develop long-term recommendations.

The initial procurement would focus on strategic planning, portfolio assessment, and identification of preservation and redevelopment opportunities. Any project-specific development activity, agreement,





Housing Authority of the City of Madera

disposition, financing commitment, or ownership structure would return to the Board for separate review and approval.

PURPOSE OF THE RFQ

The RFQ would identify one or more qualified partners with experience in affordable housing preservation, repositioning, financing, redevelopment, and new construction.

Desired experience includes public housing preservation and redevelopment, HUD repositioning tools, Housing Choice Voucher and Project-Based Voucher development, mixed-finance and tax credit transactions, USDA rural housing programs, and related state and local affordable housing funding programs.

SCOPE OF SERVICES

The RFQ is expected to include services such as:

Phase I – Portfolio Assessment and Strategic Planning

Phase I would focus on portfolio review, capital needs, market and financial feasibility, HUD and USDA repositioning options, funding strategies, and a long-term preservation and redevelopment plan.

Phase II – Project-Specific Development Activities

Subject to future Board approval, Phase II could include project-specific development support such as planning, financing and tax credit applications, environmental and design coordination, construction planning, asset management, ownership structuring, relocation planning, and compliance.

OWNERSHIP AND CONTROL OBJECTIVES

A key objective of this procurement is to identify a partner willing to work within a HACM-controlled development model.

To the extent feasible and consistent with financing requirements, HACM intends to retain land ownership, preserve long-term affordability and public benefit, maintain meaningful ownership interests, participate in appropriate fee opportunities, retain approval authority over major decisions, and strengthen internal development and asset management capacity.

Respondents would be asked to describe ownership structures, governance, fee-sharing, and strategies that protect HACM's long-term ownership and control.

PROCUREMENT COMPLIANCE





Housing Authority of the City of Madera

The RFQ would be developed and administered in accordance with HACM's Procurement Policy, HUD requirements, 2 CFR Part 200, and other applicable laws.

The procurement would use a competitive qualifications-based process to identify firms with the experience, capacity, and technical expertise needed to support HACM's affordable housing goals.

The selected partner would be required to comply with applicable HUD, Section 3, Fair Housing, and other federal, state, and local requirements.

FLEXIBILITY FOR FUTURE PROCUREMENTS

Selection of a co-development partner would not grant exclusive rights to services that may require separate procurements.

HACM would retain sole authority to separately procure architectural, engineering, environmental, legal, financial, construction, property management, consulting, and other professional services as needed.

The selected partner may also be required to collaborate with consultants and contractors separately selected by HACM.

REAL ESTATE AD HOC COMMITTEE REVIEW

Before issuance, staff would present the solicitation package, evaluation criteria, procurement schedule, ownership objectives, and selection methodology to the Real Estate Ad Hoc Committee for review and comment.

After Committee review, staff will finalize and publicly advertise the RFQ in accordance with HACM's Procurement Policy and applicable requirements.

HACM is at an important point in assessing how to preserve existing affordable housing, address capital needs, expand housing opportunities, and strengthen long-term financial sustainability.

The RFQ process would help HACM identify qualified partners with relevant preservation, repositioning, rural housing, and affordable housing finance expertise to support that work.

This approach preserves Board oversight, incorporates Ad Hoc Committee review, maintains procurement flexibility, and ensures any future partnership or project implementation returns to the Board for separate approval.

RECOMMENDATION:

Staff recommends that the Board of Commissioners:

1. Authorize the Executive Director to develop a Request for Qualifications (RFQ) for Affordable Housing Co-Development, Portfolio Repositioning, Preservation, and Redevelopment Services;





Housing Authority of the City of Madera

2. Approve the Project Goals and Guiding Principles attached as Exhibit A to guide development of the RFQ and evaluation of future affordable housing preservation, repositioning, redevelopment, and development opportunities;
3. Direct staff to present the draft RFQ, evaluation criteria, and procurement schedule to the Real Estate Ad Hoc Committee for review and comment prior to advertisement;
4. Authorize the Executive Director to finalize and issue the RFQ following Committee review and in accordance with HACM Procurement Policy, HUD requirements, and applicable federal, state, and local laws;
5. Authorize staff to conduct respondent outreach, evaluation, interviews, reference checks, and negotiations as part of the competitive procurement process; and
6. Require staff to return to the Board of Commissioners with a recommended development partner selection, evaluation summary, and proposed agreement for consideration and approval prior to contract execution.

FISCAL IMPACT:

The RFQ will be developed and issued using existing staff resources and currently budgeted administrative funds.

Any future predevelopment costs, development agreements, financing commitments, or project implementation expenses resulting from this procurement would return to the Board for separate review and approval.

Attachment: Exhibit A





Housing Authority of the City of Madera

EXHIBIT A

PROJECT GOALS AND GUIDING PRINCIPLES

REQUEST FOR QUALIFICATIONS (RFQ) AFFORDABLE HOUSING CO-DEVELOPMENT, PORTFOLIO REPOSITIONING, PRESERVATION, AND REDEVELOPMENT SERVICES

Housing Authority of the City of Madera (HACM)

PURPOSE

The Housing Authority of the City of Madera (HACM) is committed to preserving, improving, and expanding affordable housing opportunities within the community. These Project Goals and Guiding Principles are intended to provide direction to staff, the Real Estate Ad Hoc Committee, prospective respondents, and future development partners regarding HACM's priorities and expectations.

The selected co-development partner shall assist HACM in evaluating opportunities and implementing strategies that align with these goals.

GOAL 1 – PRESERVATION OF AFFORDABLE HOUSING

Preserve existing affordable housing assets and maintain long-term affordability for current and future residents.

Objectives:

- Extend the useful life of existing housing assets.
- Address deferred maintenance and capital needs.
- Preserve affordability for low-income households.
- Promote long-term financial sustainability.

GOAL 2 – HACM OWNERSHIP AND CONTROL

Maintain HACM's long-term ownership, governance, and decision-making authority to the maximum extent feasible.





Housing Authority of the City of Madera

Objectives:

- Retain ownership of land whenever practical.
- Maintain meaningful ownership interests in project entities.
- Preserve public control of affordable housing assets.
- Protect HACM's long-term interests and mission.

GOAL 3 – RESIDENT PROTECTION

Protect residents throughout all planning, preservation, repositioning, redevelopment, and construction activities.

Objectives:

- Minimize displacement whenever possible.
- Comply with all HUD, USDA, and applicable relocation requirements.
- Maintain resident engagement and communication.
- Preserve housing opportunities for existing residents.

GOAL 4 – PORTFOLIO REPOSITIONING

Evaluate all available preservation and repositioning tools.

Potential strategies include:

- Rental Assistance Demonstration (RAD)
- Section 18 Demolition and Disposition
- Blend and Build
- Voluntary Conversion
- Mixed-Finance Development





Housing Authority of the City of Madera

- Project-Based Voucher strategies
- Public Housing preservation alternatives

GOAL 5 – USDA RURAL HOUSING PRESERVATION

Evaluate opportunities involving USDA Rural Development housing programs.

Potential programs include:

- Section 514 Farm Labor Housing
- Section 516 Farm Labor Housing Grants
- Section 515 Rural Rental Housing
- Section 521 Rental Assistance
- USDA Multifamily Preservation and Revitalization Program (MPR)
- USDA preservation and recapitalization programs

GOAL 6 – LEVERAGING FINANCIAL RESOURCES

Maximize available funding opportunities to preserve and expand affordable housing.

Potential funding sources include:

- Low-Income Housing Tax Credits (LIHTC)
- Tax-Exempt Bonds
- HUD programs
- USDA Rural Development programs
- California Housing and Community Development programs
- Affordable Housing and Sustainable Communities (AHSC)
- Permanent Local Housing Allocation (PLHA)





Housing Authority of the City of Madera

- HOME and CDBG funding
- Local and regional housing resources

GOAL 7 – EXPANSION OF AFFORDABLE HOUSING

Identify opportunities to increase affordable housing within HACM's jurisdiction.

Objectives:

- Acquisition opportunities.
- Rehabilitation opportunities.
- Redevelopment opportunities.
- New construction opportunities.
- Workforce housing.
- Senior housing.
- Farmworker housing.
- Special needs housing.

GOAL 8 – ORGANIZATIONAL CAPACITY BUILDING

Develop HACM's internal capacity to manage future affordable housing initiatives.

Objectives:

- Knowledge transfer from development partners.
- Staff training and technical assistance.
- Development of internal expertise.
- Long-term organizational sustainability.

GOAL 9 – PROCUREMENT COMPLIANCE





Housing Authority of the City of Madera

Ensure compliance with all applicable procurement requirements.

Objectives:

- Compliance with HACM Procurement Policy.
- Compliance with HUD procurement requirements.
- Compliance with USDA requirements.
- Compliance with 2 CFR Part 200.
- Promotion of open and fair competition.

GOAL 10 – TRANSPARENCY AND BOARD OVERSIGHT

Maintain transparency and accountability throughout the development process.

Objectives:

- Regular reporting to the Board of Commissioners.
- Real Estate Ad Hoc Committee involvement.
- Public accountability.
- Board approval of major development decisions.

GOAL 11 – COMMUNITY PARTNERSHIPS

Promote collaboration with local governments, housing organizations, funding agencies, service providers, agricultural stakeholders, and community organizations.

GOAL 12 – LONG-TERM STEWARDSHIP

Ensure affordable housing assets remain viable, sustainable, and available to future generations.

Objectives:

- Preserve affordability.





Housing Authority of the City of Madera

- Protect public investment.
- Maintain asset quality.
- Promote financial sustainability.

BOARD POLICY DIRECTION

These Project Goals and Guiding Principles shall be used by staff, the Real Estate Ad Hoc Committee, evaluation committees, consultants, and prospective development partners when developing, evaluating, and implementing affordable housing preservation, repositioning, redevelopment, and development strategies on behalf of HACM.





Housing Authority of the City of Madera

BOARD MEMORANDUM

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

BOARD MEETING: June 10, 2026

AGENDA ITEM: C-5

FROM: Blanca Mendoza-Navarro, Executive
Director

AUTHOR: Blanca Mendoza-Navarro, Executive Director

DATE: June 5, 2026

SUBJECT: DISCUSSION ITEM – Commissioner Requested item – regarding the Housing Authority of the City of Madera’s process of resident/participant concerns.

EXECUTIVE SUMMARY:

At the request of the Board of Commissioners by consensus, this item is presented for discussion regarding the Housing Authority of the City Madera’s process of resident/participant concerns.

RECOMMENDATION:

This is a discussion item only. No action is requested at this time. Staff will take direction from the Board and return with additional information or recommendations, if requested.

FISCAL IMPACT:

There is no fiscal impact at this time as this is a discussion item.



Board Memorandum

To: HACM Board of Commissioners From: Blanca Mendoza-Navarro, Executive Director Subject: Monthly Housing Activity Report	Board Meeting: June 10, 2026 Agenda Item: E-1 Author: Blanca Mendoza-Navarro, Executive Director
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	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	611	609	603	599	601							
YTD Lease Up projection	76%	76%	75%	74%	75%							
MTD HAP Expenses	\$524,583.00	\$521,334	\$515,253	\$527,073	\$550,637							
Waiting List	269	269	269	269	269							
Public Housing	Public Housing											
Vacancies	3	2	2	3	2							
Waiting List	3,099	3,116	3,158	3229	3,229							
Unit Turnover	0	2	2	2	1							
Farm Labor	Farm Labor											
Vacancies	2	0	0	0	0							
Waiting List	18	20	19	18	16							
Unit Turnover	0	2	2	0	0							
MAINTENANCE	MAINTENANCE											
Public Housing	Public Housing											
Open Work Orders	70	53	115	16	34							
Average days	19.91	10.56	14.02	5.11	10.4							
Farm Labor	Farm Labor											
Open Work Orders	48	150	150	73	62							
Average days	25.46	26	26	16.72	20.1							



Housing Authority of the City of Madera

BOARD MEMORANDUM

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

BOARD MEETING: June 10, 2026

AGENDA ITEM: E-1

FROM: Blanca Mendoza-Navarro, Executive Director

AUTHOR: Blanca Mendoza-Navarro, Executive Director

DATE: June 10, 2026

SUBJECT: ADMINISTRATIVE 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												
Households Assisted	611	609	603	599	601							
YTD Lease Up projection	76%	76%	75%	74%	75%							
MTD HAP Expenses	\$524,583.00	\$521,334	\$515,253	\$527,073	\$550,637							
Waiting List	269	269	269	269	269							
Public Housing												
Vacancies	3	2	2	3	2							
Waiting List	3,099	3,116	3,158	3,229	3,229							
Unit Turnover	0	2	2	2	1							
Farm Labor												
Vacancies	2	0	0	0	0							
Waiting List	18	20	19	18	16							
Unit Turnover	0	2	2	0	0							
MAINTENANCE												
Public Housing												
Open Work Orders	70	53	115	16	34							
Average days	19.91	10.56	14.02	5.11	10.4							
Farm Labor												
Open Work Orders	48	150	150	73	62							
Average days	25.46	26	26	16.72	20.1							





Housing Authority of the City of Madera

BOARD MEMORANDUM

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

BOARD MEETING: June 10, 2026

AGENDA ITEM: F-1

FROM: Blanca Mendoza-Navarro, Executive
Director

AUTHOR: Blanca Mendoza-Navarro, Executive Director

DATE: June 3, 2026

SUBJECT: UPDATES, COMMUNICATIONS, TRAININGS, AND AUDITS

1. DEPARTMENTAL REPORTS:

- **HCV Department**
 - The HCV Manager continues to collaborate with the VA Department to coordinate the HUD VASH program. At this time, 39 Veterans are successfully housed, 10 are actively searching for units, 5 are pending a briefing, and 8 vouchers are available for issuance.
 - The EHV program was able to process and pay for June HAP. The agency is currently receiving guidance from HUD regarding the transition of EHV families into the HCV program. Staff remain in ongoing communication with participants to provide updates, answer questions, and support them through this transition period. Community partners continue to offer support. Currently there are 17 active participants.
 - The department is working collaboratively to ensure full readiness for the opening of the HCV waiting list. Staff across all roles are coordinating processes, aligning workflows, and preparing for the anticipated increase in applicant volume to ensure a smooth and efficient launch.
- **FSS** – The FSS program continues to demonstrate steady engagement and progress among participating families. The program currently serves 28 participants, with one new enrollment completed and an additional enrollment scheduled for July 1, 2026. There were no graduations or withdrawals during this period. A total of 10 participants are actively earning escrow. Several families continue to make meaningful strides toward self-sufficiency: one household is nearing completion of their final goal of homeownership, three participants secured full time employment, six are enrolled in school, and one participant is set to graduate from Madera Community College this month.





Housing Authority of the City of Madera

Families are continuously being contacted and invited to enroll in the FSS program to enhance support and engagement.

- **POMONA RANCH** – Staff continues to prepare for the upcoming season:
 - HVAC Systems
 - All 54 HVAC units were serviced and prepared for the upcoming season.
 - One A/C unit (located in the Manager’s unit and original to 1997) remains inoperable.
 - Unit Readiness & Maintenance Focus
 - All 50 residential units are fully ready for the next season.
 - Maintenance team is now shifting focus to landscaping and irrigation system improvements.
 - Safety & Compliance
 - All 56 fire extinguishers have been tested, certified, and approved for use.
 - Leasing Activity
 - 75 application packets were mailed to initiate the applicant review process.
 - Pest Control
 - Services were completed to address rodent activity, including squirrels, possums, and raccoons, in landscaped areas.
 - Inventory & Replacements
 - Ordered mattresses have been received and will be installed where replacements are needed.
 - Financial Status
 - All outstanding tenant balances from the previous season have been fully collected, achieving zero balances.
 - Laundry Room Updates
 - All machines have been converted to app-based operation per Coinmach (CSC) policy.
 - Coin usage has been fully eliminated.
 - Generator
 - Service and testing have been scheduled.
- **PUBLIC HOUSING** – Staff is working on initial certification for the upcoming vacancies, establishing a Ready to Be Housed (RTBH) list while continuing to work on annual certifications. Management continues to monitor Federal updates as it relates to the PH program.
- **FARM LABOR** – Staff continues to work on annual certifications, and Management continues to monitor Federal updates as it relates to the program.





Housing Authority of the City of Madera

- **FINANCE** –Staff is working with all department to assess Mid-Year Budget and any needed revisions along with preparing for the FY 2026-2027 Budget due in September 2026. Staff is also preparing deliverables needed for the various funding agencies, i.e., USDA and OMS.
 - **MAINTENANCE** - The Maintenance Department continues to stay busy. The team reviewed and discussed the recently adopted Active Shooter Policy. The areas of Run, Hide and Fight, along with some practical details and ideas to keep in mind on a day-to-day basis were discussed along with ensuring awareness of these types of emergencies should they occur.
 - **Public Housing:** There are two (2) vacant units that are in the process of being turned with anticipated completion by the end of next week (06/12/2026). There are currently five (5) units on notice to be vacated by the end of June. The two (2) roofing projects were completed, 1034 Kennedy and 108/112 Cleveland. Staff continues to work on day-to-day work orders as well as work orders as a result of annual inspections.
 - **Farm Labor:** Farm Labor is currently 100% occupied, however there is one (1) unit on notice for the month of June. One of the continued challenges at the farm labor sites are main sewer line issues. Some residents caused issues which we are working with property management staff to educate the residents on proper disposal of garbage/grease down the drain. Other causes are natural; trees/roots along side the sewer lines causing blockage and cave ins. Tree removal assessments are underway as well as overdue pruning of trees at these sites. Staff continues to work on day-to-day work orders as well as work orders as a result of annual inspections.
 - **Pomona Ranch:** Maintenance turns have been completed, and property is ready for the new season.
 - **ADMINISTRATIVE:** Staff continues to work on updating Agencies policies and creating new ones as needed. Executive Director took a tour of the Poverello House with Commissioner Montes, Commissioner Mejia, City Manager Arnoldo Rodriguez, and Madera Behavior Health Department, Deputy Director Andrea Martinez to get a better understanding of the property and operations.
2. **TRAINING/CONFERENCES** – As part of continued professional development efforts, team members recently participated in specialized training programs to strengthen their knowledge and skills:
- **Public Housing & HCV:** Staff will be attending a three (3) day virtual training regarding HOTMA related updates in the middle of June. HUD has released implementation of new HOTMA rules with certification effective January 1, 2027. This training will assist staff prepare for annual certifications with the January 1, 2027, effective date.
 - **Farm Labor:** no updates at this time.





Housing Authority of the City of Madera

- **Maintenance** – no updates at this time.
- **Administration:** - Finance and Administration Manager and Housing Services Manager attended the Pacific Southwest Regional Council (PSWRC) NAHRO Regional Conference in Santa Barbara last week. The conference focused on HUD updates, professional development, and a tour of some affordable housing properties.
- **ASPIRE** - Yardi ASPIRE continues to upload new learning plans. Staff will continue utilizing this tool for training specifically with the Yardi program and best practices.

