

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, September 9th, 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/88099377489)
<https://cityofmadera.zoom.us/j/88099377489>

or alternatively by telephone by dialing (669) 900-6833 and then entering Meeting ID No 880 9937 7489. 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:

Pastor Jim Garrison, Madera United Methodist Church.

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:

A-1 FY 2026-2027 - Budget Workshop – Expenses

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 August 12, 2026 Regular Meeting Minutes

B-2 Approval of Registered Audited Demands for August 2026

B-3 RESOLUTION No. 1380 of the Housing Authority of the City of Madera to Consider approving the disposal of non-working appliances and inventory property from Office of Migrant Services, Pomona Ranch program.

B-4 RESOLUTION No. 1381 of The Housing Authority of the City of Madera authorizing Executive Director to execute amended contract with Cal Pers

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

C-1 RESOLUTION No. 1382 of The Housing Authority of the City of Madera to Consider Approving the establishment of the Procurement & Compliance Analyst classification and authorize its addition to the HACM Salary Schedule at a Grade 13 \$62,880-\$80,249.

C-2 RESOLUTION No. 1383 of The Housing Authority of the City of Madera to Consider Approving the Operating Budget Fiscal Year 2026-2027.

C-3 RESOLUTION No. 1384 of The Housing Authority of the City of Madera to Consider Approval of Amendment to Executive Director's Contract.

C-4 RESOLUTION 1385 of the Housing Authority of the City of Madera (HACM) authorizing the Executive Director to execute and submit electronically all related forms for CY2027 Public Operating Subsidy Funding by the deadline of September 30, 2026.

C-5 Direction/Discussion: Amendment to Resolution No. 1378 – Designation of Alternate Commissioner for Out-of-State Travel to the 2026 National NAHRO Conference Meeting in Denver Co, October 14, 2026, Through October 17, 2026, alternate attendee.

C-6 INFORMATIONAL MEMO: FY 2026-2027 Fair Market Rents/HCV Payment Standards

C-7 CONSIDERATION/DISCUSSION ITEM: Cancellation of November 11, 2026, Regular Scheduled Board Meeting of the Housing Authority of the City of Madera due to Veteran's Day Holiday.

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.

I. ADJOURNMENT:

The next Regular Monthly Meeting will be on October 14, 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 **September 9, 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 3:45 p.m.

Executed on 3rd day of September.

Giselle Flores

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

Housing Authority of the City of Madera



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REGULAR BOARD MEETING OF THE HOUSING AUTHORITY OF THE CITY OF MADERA September 9, 2026

A. PRESENTATIONS/WORKSHOPS:

A-1 FY 2026-2027 - Budget Workshop – Expenses

There is no written report for this item.

Housing Authority of the City of Madera



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MINUTES OF THE AUGUST 12, 2026 REGULAR BOARD MEETING OF THE HOUSING AUTHORITY OF THE CITY OF MADERA

CALL TO ORDER:

The August 12th, 2026, Regular Meeting for the Housing Authority of the City of Madera was called to order by Chair Anita Evans 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:

Chairperson Anita Evans	(In Person at the City of Madera Council Chambers)
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	(Joined the Meeting Via Zoom at 6:20 p.m.)
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:

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 Finance & Administration Manager Djordan Didulo (In Person)
HACM Housing Services Manager Lucia Lopez (In Person)
HACM Maintenance Manager Jared Garza (In Person)
HACM Housing Programs Manager Jared Knittel (Via Zoom)
Madera Ministry Association Priest Sammie Neely (In Person)

INVOCATION:

Invocation conducted by Madera Ministry Association Priest, Sammie Neely.

PLEDGE OF ALLEGIANCE

Pledge of Allegiance conducted by Commissioner Villegas.

APPROVAL OF AGENDA:

Vice Chair Rodriguez moved to approve the Agenda. Commissioner Montes seconded the motion. The motion passed unanimously.

AYES: (6) Chair Anita Evans,
Vice Chair Rodriguez,
Commissioner Cece Gallegos,
Commissioner Steve Montes,
Commissioner Artemio Villegas, and
Commissioner Rohi Zacharia

NOES: (0)

ABSTAIN: (0)

ABSENT: (1) Commissioner Elsa Mejia

PUBLIC COMMENT:

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

A. WORKSHOPS:

A-1 FY 2026-2027 – Initial Proposed Budget

Finance & Administration Manager Djordan Didulo presented the FY 2026-2027 Initial Proposed Budget, providing an overview of the Housing Authority's projected revenues and funding sources. Total operating revenues are projected at approximately \$14.85 million, which is generally consistent with the prior fiscal year. The slight decrease is primarily attributed to reductions in Public Operating Fund and Capital Fund revenue and the expiration of Emergency Housing Voucher (EHV) funding.

Ms. Didulo reviewed the Agency's Capital Fund program, noting that projected revenue is expected to decrease and prior funding timing issues that are still being reviewed with the U.S. Department of Housing and Urban Development (HUD). She explained that staff continue to work closely with HUD to ensure compliance with funding requirements, finalize drawdown processes, and maximize the use of eligible Capital Fund resources for modernization and operational activities.

The Revolving Fund remains largely consistent with the prior year, with adjustments reflecting the recognition of vendor rebates and increased interest income. Public Housing (PH) revenues are projected to decline as a result of reduced operating subsidy funding from HUD. Ms. Didulo also discussed new federal grant management and cash management requirements that require housing authorities to track, report, and manage operating subsidy funds under updated HUD guidelines.

The presentation included updates on several Agency grant programs. The Resident Opportunity and Self-Sufficiency (ROSS) grant was not awarded for a second consecutive year, and the agency has been in discussions with HUD and submitted an appeal regarding the decision. Funding for the Family Self-Sufficiency (FSS) program is projected to increase. She explained that this grant fund is based on a Calendar Year (CY) and not Fiscal Year (FY) which spans over, multiple fiscal periods. This grant fund is specific for salaries and benefits for the FSS position. Additional FSS funding opportunities now allow certain training and travel-related costs to be reimbursed under the grant. Ms. Didulo also reviewed the FSS Forfeiture Fund, which consists of escrow funds forfeited by participants who leave the program before completion and may be used to support participant development activities.

For the Farm Labor (FML) program, projected revenues are expected to decrease slightly due to lower projected interest and other income. Staff did not request a rent increase to this program for FY 2026-2027 due to impact on families currently not receiving Renta Assistance (RA),

The Pomona program operates on a two (2) year budget and is projected to experience modest revenue growth resulting primarily due to the 2026-2027 approved budget was slightly higher than the 2025-2026.

Ms. Didulo reported that Housing Choice Voucher (HCV) program revenues are projected at approximately \$7.24 million, reflecting a slight decrease from the prior year. Budget estimates remain conservative pending the release of final federal funding factors, though improved program reserves and funding conditions may provide opportunities for additional leasing activity and administrative fee revenue during the fiscal year.

The Emergency Housing Voucher (EHV) program is nearing the end of its funding cycle, resulting in the elimination of EHV grant revenue from the FY 2026-2027 budget. However, the agency anticipates transitioning remaining EHV participants into the Housing Choice Voucher program, which may generate future administrative fee revenue.

The presentation also included updates on ongoing operational and budgetary factors, including employee benefit cost increases, salary allocation studies, and indirect cost allocation methodologies. Ms. Didulo concluded with an overview of federal budget developments and proposed HUD funding levels under the FY 2027 Transportation, Housing and Urban Development appropriations process, noting that funding proposals at the federal level continue to be monitored for potential impacts on Housing Authority programs and operations.

There were no comments from the public in attendance nor via zoom. There were no written comments for this public hearing.

B. CONSENT CALENDAR

B-1 Approval of July 8th, 2026, Regular Meeting Minutes

B-2 Approval of Registered Audited Demands for July 2026

B-3 INFORMATIONAL MEMO: Update on FY2026-2027 proposed Farm Labor Budget Rents increase, and Utility Allowance effective October 1, 2026.

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

Roll Call Vote:

AYES: (7) Chair Anita Evans,
Vice Chair Rodriguez,
Commissioner Elsa Mejia (Via Zoom)
Commissioner Cece Gallegos,
Commissioner Steve Montes,
Commissioner Artemio Villegas, and
Commissioner Rohi Zacharia

NOES: (0)

ABSTAIN: (0)

ABSENT: (0)

Commissioner Mejia participated in the meeting via Zoom and was able to hear and be heard by all participants. Upon a roll call vote, Commissioners Evans, Rodriguez, Mejia, Gallegos, Montes, Villegas and Zacharia voted "Aye." Motion carried 7-0.

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

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

C-1 RESOLUTION No. 1378 of the Housing Authority of the City of Madera to Consider Approval of out-of-state travel to the 2026 National NAHRO Conference, Denver CO, October 14, 2026, through October 17, 2026.

Executive Director Blanca Mendoza-Navarro presented Resolution No. 1378 requesting Board approval for out-of-state travel to the 2026 National NAHRO Conference in Denver, Colorado, scheduled for October 14 through October 17, 2026. She explained that the item had previously been tabled and was brought back for further consideration in accordance with the Housing Authority's Travel and Training Policy, which requires Board approval for out-of-state travel.

Ms. Mendoza-Navarro provided an overview of the conference, including commissioner training opportunities, leadership meetings, general sessions, and educational workshops focused on housing authority governance, operations, policy updates, and strategic planning. She reviewed estimated conference costs, including registration, travel, lodging, meals, and related expenses, and presented several attendance options for consideration by the Board.

The presentation also included information regarding anticipated travel and training opportunities for the upcoming fiscal year, projected budget impacts, and available funding sources. Ms. Mendoza-Navarro discussed the professional development benefits of attending NAHRO conferences, including commissioner education, networking opportunities, and the exchange of information and best practices with housing authorities from across the country.

The Board made a motion approve Out-of-State travel for Chair and Vice Chair for the upcoming conference.

Roll Call Vote:

AYES: (7) Chair Anita Evans,
Vice Chair Rodriguez,
Commissioner Elsa Mejia (Via Zoom)
Commissioner Cece Gallegos,
Commissioner Steve Montes,
Commissioner Artemio Villegas, and
Commissioner Rohi Zacharia

NOES: (0)

ABSTAIN: (0)

ABSENT: (0)

Commissioner Mejia participated in the meeting via Zoom and was able to hear and be heard by all participants. Upon a roll call vote, Commissioners Evans, Rodriguez, Mejia, Gallegos, Montes, Villegas and Zacharia voted "Aye." Motion carried 7-0.

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

C-2 RESOLUTION No. 1379 of the Housing Authority of the City of Madera to Consider Authorization to Declare Fleet Vehicle Surplus and Proper Dispose of Asset.

Executive Director Blanca Mendoza-Navarro presented Resolution No. 1379 requesting authorization to declare a fleet vehicle as surplus and dispose of the asset. She explained that a Housing Authority fleet vehicle, a 2002 Chevrolet Silverado 1500 regular cab truck, was stolen on April 28, 2026, and later recovered on May 18, 2026.

Following recovery, the vehicle was evaluated by the insurance company and determined to be a total loss. The estimated repair costs exceeded the vehicle's appraised value, resulting in an insurance settlement of \$3,060 after the deductible. Ms. Mendoza-Navarro explained that, due to the vehicle's condition and age, staff recommended removing it from the agency's fleet inventory.

She requested Board authorization to declare the vehicle surplus and permit staff to dispose of it through an approved public auction or government surplus sales platform. The resolution also authorized staff to execute all documents necessary to complete the sale and disposition process.

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

Roll Call Vote:

AYES: (7) Chair Anita Evans,
Vice Chair Rodriguez,
Commissioner Elsa Mejia (Via Zoom)
Commissioner Cece Gallegos,
Commissioner Steve Montes,
Commissioner Artemio Villegas, and
Commissioner Rohi Zacharia

NOES: (0)

ABSTAIN: (0)

ABSENT: (0)

Commissioner Mejia participated in the meeting via Zoom and was able to hear and be heard by all participants. Upon a roll call vote, Commissioners Evans, Rodriguez, Mejia, Gallegos, Montes, Villegas and Zacharia voted "Aye." Motion carried 7-0.

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

C-3 INFORMATIONAL MEMO: Department of Homeland Security (DHS) Final Rule Rescinding the 2022 Public Charge.

Executive Director Blanca Mendoza-Navarro presented an informational memorandum regarding the Department of Homeland Security's (DHS) final rule rescinding the 2022 Public Charge Rule. She provided an overview of the public charge concept and explained that the rule relates to immigration and residency determinations made by DHS, rather than housing assistance eligibility administered by the U.S. Department of Housing and Urban Development (HUD).

Ms. Mendoza-Navarro explained that the final rule is scheduled to take effect on September 18, 2026, and may generate public interest or questions within the community. She emphasized that the rule does not change the Housing Authority's programs, eligibility requirements, or operations. The Housing Authority will continue to administer its programs in accordance with HUD regulations and existing eligibility requirements.

She also reviewed the Agency's ongoing responsibility to verify citizenship and eligible immigration status through established federal verification systems for applicants and participants, noting that these procedures remain unchanged. The memorandum was presented to ensure the

Board was informed of the change in the federal policy and prepared to address any public inquiries that may arise. No action was required by the Board.

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

C-4 INFORMATIONAL MEMO: Overview of the 21st Century Renewing Opportunity in the American Dream (ROAD) to Housing Act

Executive Director Blanca Mendoza-Navarro presented an informational memorandum providing an overview of the 21st Century Renewing Opportunity in the American Dream (ROAD) to Housing Act. She explained that the legislation is intended to increase the nation's housing supply, reduce development costs and regulatory barriers, support affordable housing preservation, expand access to housing financing, and create additional opportunities for homeownership.

Ms. Mendoza-Navarro discussed potential benefits of the legislation for housing authorities, particularly smaller agencies, and noted that the Act may provide additional opportunities to preserve and modernize existing affordable housing stock, support redevelopment efforts, and encourage partnerships with public and private entities. She also highlighted provisions that may support project-based voucher development, housing development initiatives, zoning modernization, streamlined permitting processes, adaptive reuse of existing buildings, and the use of manufactured and modular housing.

The presentation included a discussion of how the legislation may align with the Housing Authority's long-term planning efforts related to affordable housing development, preservation of public housing assets, and evaluation of redevelopment opportunities. Ms. Mendoza-Navarro noted that staff will continue monitoring HUD guidance, implementation requirements, and potential funding opportunities associated with the legislation and will keep the Board informed of any future impacts on Housing Authority programs and operations.

No action was required by the Board, and the item was presented for informational purposes only.

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

D. WRITTEN COMMUNICATIONS:
No written communication was received.

E. ADMINISTRATIVE REPORTS:

Executive Director Blanca Mendoza-Navarro presented the Administrative Report and provided updates on agency programs and operations. She reported that the Housing Choice Voucher (HCV) waiting list was open from July 1 through July 31, 2026, resulting in significant interest from the community. The number of applicants increased substantially following the opening of the waiting list and the addition of Emergency Housing Voucher participants who were approved for transition to the HCV waiting list. Ms. Mendoza-Navarro noted that staff anticipates continuing the selection process from the waiting list and issuing approximately 100 vouchers by the end of the year, based on current program projections and funding availability.

Ms. Mendoza-Navarro also reported on occupancy levels and waiting list activity within the agency's Public Housing and Farm Labor programs. She noted that the Farm Labor communities remain fully occupied and continue to maintain an active waiting list for available units.

The report included updates on maintenance operations, including open and completed work orders within the Public Housing and Farm Labor programs. Staff continues to prioritize inspection-related and maintenance requests while working to improve response and completion times. Performance metrics and program statistics were provided to illustrate current operational activity and trends compared to prior reporting periods.

Ms. Mendoza-Navarro concluded by noting that Housing Assistance Payment (HAP) expenditures are expected to increase as additional vouchers are issued and leased, allowing the Housing Authority to assist more families through its housing programs. No action was required, and the report was presented for informational purposes.

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

F. EXECUTIVE DIRECTOR REPORT:

Executive Director Blanca Mendoza-Navarro presented her Executive Director's Report, providing updates on agency programs, operations, training activities, and strategic initiatives. She reported that all 54 HUD-VASH vouchers allocated to the Housing Authority have either been issued or are currently being utilized, with veterans continuing to be successfully housed through the program. Staff is also preparing for the implementation of the Housing Opportunity Through Modernization Act (HOTMA) requirements, which will take effect January 1, 2027.

Ms. Mendoza-Navarro provided an update on the Emergency Housing Voucher (EHV) program, noting that participating families will be transitioned into the Housing Choice Voucher (HCV) program. Communications have been provided to participants and landlords, and the transition is expected to occur without interruption to housing assistance payments. She also reported that the HCV waiting list generated significant interest during its recent opening, resulting in more than 2,600 new applications.

Updates were provided on the Family Self-Sufficiency (FSS) program, which currently serves 29 participants who continue to work toward personal and financial goals while earning escrow savings. At Pomona Ranch, all housing units remain fully occupied, and community partnerships continue to support residents through childcare services, educational programs, resident engagement activities, and community health initiatives.

Ms. Mendoza-Navarro highlighted outreach and community engagement efforts, including participation in local resource and job fairs to increase awareness of Housing Authority programs. She also reported that the Finance Department continues its work on budget development, financial analysis, year-end monitoring, and improvements to financial recordkeeping and transparency.

Maintenance operations remain focused on addressing work orders, unit turnover activities, and seasonal maintenance needs, including increased air conditioning service requests during the summer months. Staff continues to coordinate with qualified vendors to meet maintenance demands and maintain service levels for residents.

Administrative updates included the submission of the Housing Authority's annual plans to HUD, ongoing review of a salary compensation study, and participation in various training opportunities related to housing programs, public works compliance, emergency preparedness, and disaster planning.

Ms. Mendoza-Navarro also shared information from her attendance at the NAHRO Summer Symposium, including discussions regarding the recently enacted 21st Century ROAD to Housing Act, housing development and redevelopment strategies, affordable housing preservation, and industry trends affecting housing authorities nationwide. She noted that staff will continue monitoring policy developments, funding opportunities, and best practices that may benefit the Housing Authority and its residents.

The report was presented for informational purposes, and no action was required by the Board.

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

G. COMMISSIONER REPORTS:

1. Commissioner Villegas had nothing to report.
2. Vice Chair Rodriguez extended his sentiments and condolences to a staff member and her family for the passing of her mother.
3. Commissioner Montes echoed what Vice Chair said.
4. Commissioner Gallegos requested that staff provide an update on the Housing Authority's nonprofit organization at a future meeting. She expressed interest in receiving information regarding the status of the nonprofit and its future direction to support ongoing planning and development efforts. The Board expressed consensus with the request, and staff was directed to place the item on a future agenda for discussion.
5. Commissioner Mejia had nothing to report.
6. Commissioner Zacharia has nothing to report.

H. CLOSED SESSION: Attorney Megan Crouch

Pursuant to CA Govt. Code 54957(b), the Board of Commissioners temporarily adjourned from the open session and met in closed session at 8:01 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 Legal Counsel – Anticipated Litigation
 - Significant exposure to litigation pursuant to § 54956.9(b): 3 cases

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 September 9th at 6:00 p.m., in the City of Madera Council Chambers.

The meeting was adjourned at 9:03 p.m.

CERTIFICATE OF THE BOARD OF COMMISSIONERS

The undersigned hereby certifies that the foregoing August 12th, 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 September 9th, where a quorum was present in accordance with the HACM Bylaws.

Executed on this 28th day of August 2026.

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

Payment Summary

Bank=revfund AND mm/yy=08/2026-08/2026 AND All Checks=Yes AND Include Voids=All Checks

Bank	Check#	Vendor	Check Date	Post Month	Total Amount	Date Reconciled
revfund - WF Revolving Fund	263	mis02 - MISSIONSQUARE-303376	07/17/2026	08/2026	4,941.72	
revfund - WF Revolving Fund	264	mis02 - MISSIONSQUARE-303376	07/31/2026	08/2026	4,947.50	
revfund - WF Revolving Fund	265	pub01 - CA PUBLIC EMPLOYEES' RETIREMENT ...	07/10/2026	08/2026	8,860.10	
revfund - WF Revolving Fund	266	pub01 - CA PUBLIC EMPLOYEES' RETIREMENT ...	07/31/2026	08/2026	8,873.88	
revfund - WF Revolving Fund	267	mis02 - MISSIONSQUARE-303376	08/07/2026	08/2026	4,965.73	
revfund - WF Revolving Fund	268	pub01 - CA PUBLIC EMPLOYEES' RETIREMENT ...	08/14/2026	08/2026	8,867.63	
revfund - WF Revolving Fund	269	pub02 - CA Public Employees' Health	08/14/2026	08/2026	34,621.07	
revfund - WF Revolving Fund	270	usbank001 - U.S. Bank National Association	08/10/2026	08/2026	7,872.63	
revfund - WF Revolving Fund	47969	t0006554 - Ahumada	08/26/2026	08/2026	-197.00	
revfund - WF Revolving Fund	48393	t0006579 - Rivera	08/12/2026	08/2026	-13.00	
revfund - WF Revolving Fund	48521	fer04 - FERGUSON FACILITIES SUPPLY	08/12/2026	08/2026	-4,837.65	
revfund - WF Revolving Fund	48551	fer04 - FERGUSON FACILITIES SUPPLY	08/12/2026	08/2026	-2,769.12	
revfund - WF Revolving Fund	48577	fer04 - FERGUSON FACILITIES SUPPLY	08/12/2026	08/2026	-925.63	
revfund - WF Revolving Fund	48600	fer04 - FERGUSON FACILITIES SUPPLY	08/12/2026	08/2026	-1,758.38	
revfund - WF Revolving Fund	48613	dmon001 - Montejano	08/06/2026	08/2026	315.00	
revfund - WF Revolving Fund	48614	marlen - Perez	08/06/2026	08/2026	315.00	
revfund - WF Revolving Fund	48615	1413 - Hemphill	08/12/2026	08/2026	60.00	
revfund - WF Revolving Fund	48616	ADP00 - ADP, INC.	08/12/2026	08/2026	129.60	
revfund - WF Revolving Fund	48617	att06 - AT&T CALNET	08/12/2026	08/2026	96.96	
revfund - WF Revolving Fund	48618	bct00 - BCT CONSULTING, INC.	08/12/2026	08/2026	991.23	
revfund - WF Revolving Fund	48619	cas0007 - Castillo Rosas	08/12/2026	08/2026	631.51	
revfund - WF Revolving Fund	48620	dov0001 - Dove	08/12/2026	08/2026	91.00	
revfund - WF Revolving Fund	48621	edd01 - EMPLOYMENT DEVELOPMENT DEPARTMENT	08/12/2026	08/2026	161.84	
revfund - WF Revolving Fund	48622	fer04 - FERGUSON FACILITIES SUPPLY	08/12/2026	08/2026	10,363.34	
revfund - WF Revolving Fund	48623	gflo01 - Flores	08/12/2026	08/2026	34.00	
revfund - WF Revolving Fund	48624	hartford - THE HARTFORD	08/12/2026	08/2026	982.10	
revfund - WF Revolving Fund	48625	hds00 - HD SUPPLY FACILITIES MAINTENANCE	08/12/2026	08/2026	730.86	
revfund - WF Revolving Fund	48626	ins01 - INSIGHT EMPLOYEE ASSISTANCE PROGRAM	08/12/2026	08/2026	45.00	
revfund - WF Revolving Fund	48627	kjwater00 - KJ Water Services	08/12/2026	08/2026	701.00	
revfund - WF Revolving Fund	48628	MAD01 - CITY OF MADERA	08/12/2026	08/2026	55.38	
revfund - WF Revolving Fund	48629	mad02 - CITY OF MADERA UTILITY BILLING	08/12/2026	08/2026	27,298.28	
revfund - WF Revolving Fund	48630	mcul001 - Cuin	08/12/2026	08/2026	34.00	
revfund - WF Revolving Fund	48631	men0039 - Mendoza	08/12/2026	08/2026	81.00	
revfund - WF Revolving Fund	48632	mis01 - MISSION UNIFORM SERVICE 3	08/12/2026	08/2026	191.92	
revfund - WF Revolving Fund	48633	nat0l - NATIONAL CREDIT REPORTING	08/12/2026	08/2026	20.90	
revfund - WF Revolving Fund	48634	NIC00 - NICK'S TOWING	08/12/2026	08/2026	85.00	
revfund - WF Revolving Fund	48635	off02 - ODP BUSINESS SOLUTIONS, LLC	08/12/2026	08/2026	227.71	
revfund - WF Revolving Fund	48636	pera4 - PERIMETER PEST CONTROL	08/12/2026	08/2026	475.00	
revfund - WF Revolving Fund	48637	pge01 - P. G. & E.	08/12/2026	08/2026	895.62	
revfund - WF Revolving Fund	48638	qua07 - QUADIENT FINANCE USA, INC	08/12/2026	08/2026	1,055.84	
revfund - WF Revolving Fund	48639	red05 - RED ROCK ENVIRONMENTAL GRP	08/12/2026	08/2026	2,653.93	

Payment Summary

Bank=revfund AND mm/yy=08/2026-08/2026 AND All Checks=Yes AND Include Voids=All Checks

Bank	Check#	Vendor	Check Date	Post Month	Total Amount	Date Reconciled
revfund - WF Revolving Fund	48640	spec001 - Charter Communications Holdings, LLC	08/12/2026	08/2026	3,808.42	
revfund - WF Revolving Fund	48641	ste02 - STERICYCLE, INC.	08/12/2026	08/2026	409.46	
revfund - WF Revolving Fund	48642	t0006579 - Rivera	08/12/2026	08/2026	13.00	
revfund - WF Revolving Fund	48643	TEC06 - TECH HEROES, INC.	08/12/2026	08/2026	2,763.00	
revfund - WF Revolving Fund	48644	v0000027 - SUMMIT TECHNOLOGY AFFILIATE C...	08/12/2026	08/2026	262.48	
revfund - WF Revolving Fund	48645	v0000028 - Griswold , LaSalle, Cobb, Dowd and Gin, LLP	08/12/2026	08/2026	4,807.50	
revfund - WF Revolving Fund	48646	v0000049 - Nonprofit Management Solutions, LLC	08/12/2026	08/2026	3,000.00	
revfund - WF Revolving Fund	48647	van00 - VAN DE POL ENTERPRISES	08/12/2026	08/2026	639.28	
revfund - WF Revolving Fund	48648	vca026 - Stanislaus Regional Housing Authority	08/12/2026	08/2026	900.00	
revfund - WF Revolving Fund	48649	har02 - H.A.R.R.P.	08/17/2026	08/2026	198,586.00	
revfund - WF Revolving Fund	48650	v0000070 - Staples Construction Company Inc	08/17/2026	08/2026	176,105.97	
revfund - WF Revolving Fund	48651	47t01 - 47TH PLACE CARPET AND LINOLEUM, INC.	08/27/2026	08/2026	2,617.14	
revfund - WF Revolving Fund	48652	bdo00 - BDO USA, P.A.	08/27/2026	08/2026	310.00	
revfund - WF Revolving Fund	48653	com0h - COMCAST	08/27/2026	08/2026	1,070.35	
revfund - WF Revolving Fund	48654	CWS01 - CORBIN WILLITS SYSTEM INC	08/27/2026	08/2026	755.50	
revfund - WF Revolving Fund	48655	edd01 - EMPLOYMENT DEVELOPMENT DEPARTMENT	08/27/2026	08/2026	161.72	
revfund - WF Revolving Fund	48656	esp0003 - ESPINOZA SORIANO	08/27/2026	08/2026	200.50	
revfund - WF Revolving Fund	48657	fer04 - FERGUSON FACILITIES SUPPLY	08/27/2026	08/2026	11,209.81	
revfund - WF Revolving Fund	48658	gd00 - G & D LAWN CARE	08/27/2026	08/2026	275.00	
revfund - WF Revolving Fund	48659	hds00 - HD SUPPLY FACILITIES MAINTENANCE	08/27/2026	08/2026	996.43	
revfund - WF Revolving Fund	48660	mad02 - CITY OF MADERA UTILITY BILLING	08/27/2026	08/2026	27,749.79	
revfund - WF Revolving Fund	48661	mad03 - CITY OF MADERA CITY SERVICES	08/27/2026	08/2026	11,690.17	
revfund - WF Revolving Fund	48662	map00 - MAPA PLUMBING SERVICES	08/27/2026	08/2026	14,300.00	
revfund - WF Revolving Fund	48663	mch001 - MOSQUEDA'S COOLING AND HEATING INC.	08/27/2026	08/2026	5,032.00	
revfund - WF Revolving Fund	48664	MCK01 - NAN MCKAY & ASSOCIATES	08/27/2026	08/2026	1,215.00	
revfund - WF Revolving Fund	48665	mis01 - MISSION UNIFORM SERVICE 3	08/27/2026	08/2026	191.92	
revfund - WF Revolving Fund	48666	nav04 - NAVIA BENEFIT SOLUTIONS,	08/27/2026	08/2026	200.00	
revfund - WF Revolving Fund	48667	off02 - ODP BUSINESS SOLUTIONS, LLC	08/27/2026	08/2026	504.52	
revfund - WF Revolving Fund	48668	oms01 - OMS DEPT. OF HOUSING & COMM. DEV...	08/27/2026	08/2026	18,808.05	
revfund - WF Revolving Fund	48669	pera4 - PERIMETER PEST CONTROL	08/27/2026	08/2026	470.00	
revfund - WF Revolving Fund	48670	pge01 - P. G. & E.	08/27/2026	08/2026	7,777.36	
revfund - WF Revolving Fund	48671	rlts001 - Rod's Landscape and Tree Service Inc.	08/27/2026	08/2026	8,995.00	
revfund - WF Revolving Fund	48672	rvd02 - RVD HEATING & AIR AND SON	08/27/2026	08/2026	15,375.00	
revfund - WF Revolving Fund	48673	spfp001 - ANIVAL DAVID GARCIA	08/27/2026	08/2026	2,905.00	
revfund - WF Revolving Fund	48674	t0006554 - Ahumada	08/27/2026	08/2026	197.00	
revfund - WF Revolving Fund	48675	tim01 - TIM R. TRULL ELECTRIC, IN	08/27/2026	08/2026	1,133.00	
revfund - WF Revolving Fund	48676	TOP01 - TOP PLUMBING	08/27/2026	08/2026	660.00	
revfund - WF Revolving Fund	48677	v0000017 - Derek L. Guffey	08/27/2026	08/2026	2,986.18	
revfund - WF Revolving Fund	48678	v0000082 - Christian R. Marquez	08/27/2026	08/2026	4,805.00	
revfund - WF Revolving Fund	48679	van00 - VAN DE POL ENTERPRISES	08/27/2026	08/2026	748.79	
revfund - WF Revolving Fund	48680	WIL01 - SHERWIN WILLIAMS COMPANY	08/27/2026	08/2026	2,757.65	

Payment Summary

Bank=refund AND mm/yy=08/2026-08/2026 AND All Checks=Yes AND Include Voids=All Checks

Bank	Check#	Vendor	Check Date	Post Month	Total Amount	Date Reconciled
					659,565.49	



Housing Authority of the City of Madera

BOARD MEMORANDUM

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

BOARD MEETING: September 9, 2026

AGENDA ITEM: B-3

FROM: Blanca Mendoza-Navarro, Executive
Director

AUTHOR: Blanca Mendoza-Navarro, Executive Director

DATE: August 31, 2026

SUBJECT: RESOLUTION #1380 of the Housing Authority of the City of Madera to approve the disposal of non-working appliances, used mattresses, and obsolete inventory from the Office of Migrant Services (OMS) Pomona Ranch Program.

EXECUTIVE SUMMARY:

The purpose of this memorandum is to request that the Board of Commissioners approve the disposal of non-working appliances and obsolete inventory that are no longer serviceable, economical to repair, or suitable for program use. The proposed disposal also includes used mattresses previously utilized in the Migrant Program and other identified inventory items that have reached the end of their useful life.

Annually staff assesses the inventory to determine continued use of the inventory and submits a list to the Office of Migrant Services. Staff identified the following items that will need to be disposed of:

- Non-working appliances that are beyond economical repair.
- Used mattresses from the Migrant Program that no longer meet operational standards for continued use.
- Other obsolete or damaged inventory items with no residual operational value.

The Office of Migrant Services (OMS) has reviewed the list from the 2024 and the 2025 Season for proposed disposal and has provided approval to proceed.

RECOMMENDATION:

Staff recommends the Board of Commissioners adopt the attached resolution approving the disposal of non-working appliances, used mattresses, and other obsolete inventory items from the Migrant Program, as presented, and authorizes management to take all necessary actions to complete the disposal in accordance with the Housing Authority of the City of Madera's Procurement Policy and Procedures.





Housing Authority of the City of Madera

FISCAL IMPACT:

The assets identified for disposal have no significant resale value and are fully utilized, obsolete, or beyond repair. Any disposal costs will be absorbed within the approved operating budget.

Attachments:

Resolution

B-3.1 Request for Disposal of Property 2024 Season Approved

B-3.2 Request for Disposal of Property 2025 Season Approved



RESOLUTION NO. 1380

RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF MADERA APPROVING THE DISPOSAL OF NON-WORKING APPLIANCES, USED MATTRESSES, AND OBSOLETE INVENTORY FROM THE OFFICE OF MIGRANT SERVICES POMONA RANCH PROGRAM

A. **WHEREAS**, the Housing Authority of the City of Madera (HACM), owns, operates, and administers housing programs and related facilities, including the Office of Migrant Services (“OMS”) Pomona Ranch Program; and

B. **WHEREAS**, HACM periodically reviews inventory and equipment associated with its programs to determine whether such items remain serviceable, economical to repair, suitable for continued program use, or otherwise have useful operational value; and

C. **WHEREAS**, as part of its annual inventory assessment, HACM staff identified certain non-working appliances, used mattresses previously utilized by the Migrant Program, and other obsolete, damaged, or otherwise unusable inventory items that have reached the end of their useful life; and

D. **WHEREAS**, the identified items are no longer serviceable, are beyond economical repair, do not meet current operational standards, or have no significant residual operational value; and

E. **WHEREAS**, the Office of Migrant Services has reviewed the proposed disposal lists for the 2024 and 2025 seasons and has approved the Authority proceeding with the disposal of the identified property; and

F. **WHEREAS**, the disposal of such items will allow HACM to maintain accurate inventory records, eliminate unusable property, and ensure that program facilities are not burdened with equipment and inventory that are no longer suitable for program purposes; and

G. **WHEREAS**, any costs associated with the disposal of the identified property will be absorbed within HACM’s approved operating budget; and

H. **WHEREAS**, HACM intends to conduct the disposal in accordance with applicable requirements and the Housing Authority of the City of Madera’s Procurement Policy and Procedures.

NOW, THEREFORE, IT BE 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 Disposal The Board hereby approves the disposal of the non-working appliances, used mattresses, and other obsolete, damaged, or unusable inventory items identified by HACM staff for the Office of Migrant Services Pomona Ranch Program.

Section 3. OMS Approval The Board acknowledges that the Office of Migrant Services has reviewed and approved the proposed disposal lists for the 2024 and 2025 seasons.

Section 4. Method of Disposal. The Executive Director, or designee, is authorized to determine the appropriate method of disposal for each identified item, consistent with the Authority's Procurement Policy and Procedures and any other applicable requirements.

Section 5. Inventory Records HACM staff are authorized to remove the disposed items from the Authority's applicable inventory and property records and to maintain appropriate documentation evidencing the disposal.

Section 6. Fiscal Impact The Board acknowledges that the property identified for disposal has no significant resale value and that any costs associated with disposal will be absorbed within the approved operating budget.

Section 7. Authorizes the Executive Director or designee, is authorized to take all necessary and appropriate administrative actions to implement this Resolution and complete the approved disposal.

Section 8. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption.

PASSED, APPROVED, AND ADOPTED by the Board of Commissioners of the Housing Authority of the City of Madera this 9th day of September 2026, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Anita Evans, Vice Chair

ATTEST:

Blanca Mendoza-Navarro
Executive Director

Giselle Flores, the Clerk for the Housing Authority of the City of Madera herein attests or certifies, as a witness to a board meeting held on September 9, 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 Admin Assistant

Approved as to Legal Form:

Megan Crouch, General Counsel



OFFICE OF MIGRANT SERVICES
REQUEST FOR DISPOSAL OF PROPERTY

Date: January 6, 2025

Contract No.: 23-OMS-17847

To: Department of Housing and
Community Development
Division Financial Assistance
Office of Migrant Services
2020 West El Camino Avenue, 4th Floor
Sacramento, CA 95833

From: Pomona Ranch Housing Center
11777 Woodward Way
Madera, CA 93637

Please be advised that we wish to dispose of inventory property belonging to the Office of Migrant Services Program as follows:

Item	Serial No.	Condition	Reason for Disposal	Proposed Means of Disposal
Stove	DS113627P	Inoperable	Inoperable	Recycle
Refrigerator	MS827728	Inoperable	Inoperable	Recycle
Refrigerator	DS744787	Inoperable	Inoperable	Recycle
Refrigerator	4A64604051	Inoperable	Inoperable	Recycle
6 Mattresses	N/A	Dilapidated	Inoperable	Recycle
5 Box springs	N/A	Dilapidated	Inoperable	Recycle
Lenovo monitor	V1D43291	Inoperable	Inoperable	Recycle

Submitted by: Nora Rivera

Name

Migrant Center Supervisor

Title

The above request is approved as recommended

Comments: _____

Program Manager, Office of Migrant Services



OFFICE OF MIGRANT SERVICES
REQUEST FOR DISPOSAL OF PROPERTY

Date: January 8, 2026

Contract No.: 23-OMS-18597

To: Department of Housing and
Community Development
Division Financial Assistance
Office of Migrant Services
651 Bannon Street, Ste 400
Sacramento, CA 95811

From: Pomona Ranch Housing Center
11777 Woodward Way
Madera, CA 93637

Please be advised that we wish to dispose of inventory property belonging to the Office of Migrant Services Program as follows:

Item	Serial No.	Condition	Reason for Disposal	Proposed Means of Disposal
Grasshopper	476201	Inoperable	Too expensive to repair	Recycling
GE Stove		Inoperable	Inoperable	Recycle
5 Box springs	N/A	Dilapidated	Inoperable	Recycle
6 Mattresses	N/A	Dilapidated	Inoperable	Recycle

Submitted by: Nora Rivera

Name

Migrant Center Supervisor

Title

The above request is approved as recommended

Comments: _____

Program Manager, Office of Migrant Services



Housing Authority of the City of Madera

BOARD MEMORANDUM

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

BOARD MEETING: September 9, 2026

AGENDA ITEM: B-4

FROM: Blanca Mendoza-Navarro, Executive
Director

AUTHOR: Blanca Mendoza-Navarro, Executive Director

DATE: September 3, 2026

SUBJECT: Resolution No. 1381 of the Housing Authority of the City of Madera to Consider Adoption of Resolution to Amend CalPERS Contract.

EXECUTIVE SUMMARY:

This memorandum requests that the Board of Commissioners of the Housing Authority of the City of Madera (HACM) adopt the Final Resolution approving an amendment to HACM's contract with the California Public Employees' Retirement System (CalPERS) to incorporate provisions required under the Public Employees' Pension Reform Act (PEPRA).

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 the required documents to complete the contract amendment process.

On June 10, 2026, the Board adopted Resolution No. 1372, the Resolution of Intention to approve an amendment to the CalPERS contract between the Board of Administration of the California Public Employees' Retirement System and the Board of Commissioners of the Housing Authority of the City of Madera.

Following adoption of the Resolution of Intention, HACM completed the required notification and waiting-period process. Government Code Section 20471 requires a minimum 20-day period between adoption of the Resolution of Intention and adoption of the Final Resolution.

The proposed Final Resolution will authorize HACM to complete the amendment of its CalPERS contract and execute the documents necessary to implement the amended contract.

PROPOSED CONTRACT AMENDMENT:

The amendment is intended to:

- Incorporate applicable PEPRA provisions into HACM's CalPERS contract;
- Update retirement benefit provisions and applicable member classifications;





Housing Authority of the City of Madera

- Incorporate applicable definitions, retirement ages, formulas, and other provisions applicable to classic and new members;
- Ensure that HACM's CalPERS contract remains consistent with current California public pension requirements; and
- Authorize completion and submission of the required documents to CalPERS through the myCalPERS system.

The Final Resolution does not constitute a new CalPERS retirement program or a discretionary increase in retirement benefits by HACM. Rather, it formally approves the contract amendment required to bring the existing CalPERS contract into conformity with applicable statutory requirements and CalPERS requirements.

This action initiated the final-approval process. Before CalPERS can issue the final amendment documents, HACM must submit the certified Resolution of Intention and governing-body certification.

CalPERS requires these certified documents before issuing the final amendment materials for execution and submission.

RECOMMENDATION:

Staff recommends that the Board of Commissioners:

Adopt the attached Final Resolution approving the amendment to the contract between the Housing Authority of the City of Madera and the California Public Employees' Retirement System (CalPERS) and authorize the Executive Director to execute and submit all documents necessary to complete the amendment.

FISCAL IMPACT:

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

This resolution does not establish a new CalPERS retirement program or provide a discretionary increase in retirement benefits. It formally approves the amendment needed to align HACM's existing CalPERS contract with applicable statutory and CalPERS requirements.



RESOLUTION NO. 1381

RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF MADERA APPROVING AN AMENDMENT TO THE CONTRACT BETWEEN THE BOARD OF ADMINISTRATION OF THE CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM AND THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF MADERA TO INCORPORATE PROVISIONS OF THE PUBLIC EMPLOYEES' PENSION REFORM ACT OF 2013

A. **WHEREAS**, the Housing Authority of the City of Madera ("HACM") is a public agency participating in the California Public Employees' Retirement System ("CalPERS") pursuant to a contract between the Board of Administration of CalPERS and the Board of Commissioners of HACM, originally effective October 1, 1974, as subsequently amended; and

B. **WHEREAS**, HACM's CalPERS contract was last amended in 2012 and does not formally incorporate certain provisions of the Public Employees' Pension Reform Act of 2013 ("PEPRA") that apply to CalPERS members; and

C. **WHEREAS**, CalPERS has requested and provided the necessary documents for HACM to amend its existing contract to incorporate applicable PEPRA provisions and to ensure that HACM's contract language is consistent with current statutory and CalPERS requirements; and

D. **WHEREAS**, on June 10, 2026, the Board of Commissioners adopted Resolution No. 1372, a Resolution of Intention to approve an amendment to the contract between the Board of Administration of CalPERS and the Board of Commissioners of HACM; and

E. **WHEREAS**, following adoption of Resolution No. 1372, HACM completed the required notification and waiting-period procedures; and

F. **WHEREAS**, California Government Code Section 20471 requires that final approval of a CalPERS contract amendment occur not less than twenty (20) days after adoption of the Resolution of Intention; and

G. **WHEREAS**, the Board of Commissioners has determined that the required waiting period has elapsed and that the proposed amendment is appropriate and necessary to formally incorporate applicable PEPRA provisions into HACM's existing CalPERS contract; and

H. **WHEREAS**, the proposed amendment incorporates applicable provisions concerning retirement benefit formulas, retirement ages, member classifications, definitions, and other provisions applicable to Classic and PEPRA members, as provided in the CalPERS contract amendment documents; and

I. **WHEREAS**, the proposed amendment does not establish a new retirement program for HACM employees and does not constitute a discretionary increase in retirement benefits by

HACM; rather, it formally updates HACM's existing CalPERS contract to reflect applicable statutory and CalPERS requirements; and

J. **WHEREAS**, the Board of Commissioners has reviewed the proposed contract amendment and finds that approval is in the best interests of HACM and its employees and is consistent with applicable California law and CalPERS requirements.

NOW, THEREFORE, IT BE 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 Contract Amendment the Board of Commissioners hereby approves and authorizes the amendment to HACM's contract with the Board of Administration of the California Public Employees' Retirement System, substantially in the form and substance presented to the Board, to incorporate applicable provisions of the Public Employees' Pension Reform Act of 2013 and related statutory provisions.

Section 3. Incorporate of PEPPRA Provisions The amendment shall incorporate applicable provisions governing PEPPRA members, including applicable definitions, retirement ages, benefit formulas, member classifications, and other requirements applicable under California law and the CalPERS contract amendment documents.

Section 4. Existing Classic Members Nothing in this Resolution shall be construed as modifying or reducing benefits applicable to Classic CalPERS members, except as may otherwise be required by applicable law. The amendment is intended to formally align HACM's contract language with applicable statutory requirements and the administration of CalPERS benefits

Section 5. Authority to Make Non-Substantive Changes The Executive Director of HACM, or designee as authorized by law, to make such non-substantive or clerical revisions to the documents as may be requested or required by CalPERS to complete the contract amendment, provided that such revisions do not materially alter the substance of the amendment approved by the Board of Commissioners.

Section 6. Fiscal Impact The Board acknowledges that adoption of this Resolution does not itself establish a new CalPERS retirement program or provide a discretionary increase in retirement benefits. The fiscal effects, if any, shall be governed by applicable CalPERS actuarial requirements and contribution rates. The Board further acknowledges that the contract amendment is intended to formally align HACM's existing CalPERS contract with applicable statutory and CalPERS requirements.

Section 7. Severability If any provision of this Resolution or the application thereof to any person or circumstance is held invalid, such invalidity shall not affect any other provision or application of this Resolution, and to this end the provisions of this Resolution are declared to be severable.

Section 8. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption.

PASSED, APPROVED, AND ADOPTED by the Board of Commissioners of the Housing Authority of the City of Madera this 9th day of September 2026, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Anita Evans, Vice Chair

ATTEST:

Blanca Mendoza-Navarro
Executive Director

Giselle Flores, the Clerk for the Housing Authority of the City of Madera herein attests or certifies, as a witness to a board meeting held on September 9, 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 Admin Assistant

Approved as to Legal Form:

Megan Crouch, General Counsel



Housing Authority of the City of Madera

BOARD MEMORANDUM

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

BOARD MEETING: September 9, 2026

AGENDA ITEM: C-1

FROM: Blanca Mendoza-Navarro, Executive
Director

AUTHOR: Blanca Mendoza-Navarro, Executive Director

DATE: September 2, 2026

SUBJECT: RESOLUTION No. 1382 of The Housing Authority of the City of Madera to Consider Approving the revision of the Procurement & Compliance Analyst classification and authorizing its addition to the HACM Salary Schedule at a Grade 13 salary range \$62,880-\$80,249.

EXECUTIVE SUMMARY:

The purpose of this memorandum is to inform the Board of Commissioners of the Housing Authority of the City of Madera (HACM) to consider approving the revision of the Procurement & Compliance Analyst classification and authorizing its addition to the HACM Salary Schedule at Grade 13 salary range \$62,880-\$80,249.

HACM's existing Procurement Analyst classification was established in 2020. The current job description includes responsibility for procurement solicitations, contract administration, procurement compliance, audits, reporting, and related activities.

HACM's procurement and compliance environment has become increasingly complex, particularly with respect to federal procurement requirements, contract monitoring, Capital Fund activities, federal award documentation, and preparation for HUD, USDA, audit, and other regulatory reviews.

Staff is therefore recommending that the existing Procurement Analyst function be updated to reflect HACM's current operational and compliance needs.

PROPOSED CLASSIFICATION

Current Classification: Procurement Analyst

Proposed Classification: Procurement & Compliance Analyst

Recommended Salary Range: \$62,880–\$80,249 annually





Housing Authority of the City of Madera

The recommended range is an existing salary range on HACM's current approved salary schedule. The proposal does not create a new salary range or increase the amounts currently established for that range.

REASON FOR CLASSIFICATION CHANGE

The revised classification expands the existing procurement function to provide greater agency-wide support in:

- Procurement planning and administration;
- RFP, RFQ, IFB, and other procurement methods;
- Federal procurement compliance;
- HUD and USDA requirements, as applicable;
- Contract administration and monitoring;
- Procurement and contract file review;
- Contractor responsibility and compliance;
- Insurance and bonding documentation;
- Debarment and conflict-of-interest requirements;
- Applicable federal requirements under 2 CFR Part 200;
- Capital Fund procurement;
- Construction and professional-services procurement;
- Audit and regulatory monitoring preparation;
- Corrective-action tracking;
- Procurement policies and procedures;
- Internal controls; and
- Staff training and technical assistance.

The position will remain a non-supervisory professional classification.

FEDERAL COMPLIANCE ENVIRONMENT

HUD's current Public and Indian Housing notices demonstrate the continuing evolution of requirements applicable to public housing funding and administration.

PIH Notice 2025-22 establishes requirements for Public Housing Operating Subsidy Grant eligibility calculations and processing for Calendar Year 2026. The notice includes submission requirements and applicable federal certifications and requirements.

HUD has subsequently issued PIH Notice 2026-21 addressing Public Housing Operating Subsidy Grant eligibility calculations and processing for Calendar Year 2027. HUD currently lists both notices as active.

These notices do not create a requirement for HACM to establish this position. Rather, they illustrate the increasingly complex federal funding, documentation, certification, reporting, and compliance environment in which HACM operates.





Housing Authority of the City of Madera

The proposed Procurement & Compliance Analyst will provide technical support to Agency departments in maintaining procurement and contract documentation, monitoring compliance requirements, preparing for reviews, tracking corrective actions, and implementing applicable federal requirements.

GRANT-RELATED RESPONSIBILITIES

Grant writing will not be established as a primary responsibility of the Procurement & Compliance Analyst.

The position may assist with grant-related research, applications, documentation, reporting, and compliance activities as assigned when such work is reasonably related to the position's responsibilities.

This approach provides HACM with flexibility to utilize the position for grant-related assignments without creating a separate grant writer or Grants Manager classification.

FUNDING

The position is anticipated to be funded primarily through eligible Capital Fund activities.

Capital Fund-supported work may include procurement and compliance associated with modernization, construction, professional services, capital improvements, contracting, contract monitoring, documentation, and related federal requirements.

The position will also provide services benefiting Public Housing and Farm Labor Housing.

Salary and related personnel costs will be allocated among benefiting programs based upon the actual work performed, the benefit received by each program, applicable federal cost principles, and HACM's approved cost allocation methodology.

SALARY JUSTIFICATION

The proposed salary range of \$62,880–\$80,249 is an existing HACM salary range and is consistent with the level of professional responsibility assigned to the revised classification.

The classification is intended to fall above technician and administrative-level positions while remaining below HACM's program and department management classifications.

The revised classification does not include direct supervisory responsibility.

Final salary placement will be determined in accordance with HACM's personnel policies and applicable step-placement requirements.

The anticipated primary funding source is Capital Fund, with appropriate costs allocated to Public Housing, Farm Labor Housing, and other eligible programs based upon actual benefit and allowable cost allocation.





Housing Authority of the City of Madera

IMPLEMENTATION

Upon Board approval, staff will:

1. Establish the Procurement & Compliance Analyst classification;
2. Approve and implement the revised job description;
3. Add the classification to the appropriate existing salary range on HACM's approved salary schedule;
4. Update the personnel and budget records;
5. Establish the appropriate program cost-allocation methodology;
6. Recruit and select a qualified candidate; and
7. Implement procurement and compliance monitoring procedures associated with the position.

RECOMMENDATION:

Staff recommends approval of the Procurement & Compliance Analyst classification, revised job description, salary range, salary schedule amendment, and associated budget and program cost-allocation authority as described above.

FISCAL IMPACT:

The position will be incorporated into HACM's approved personnel budget.

The salary range is:

Grade 13	Step A	Step B	Step C	Step D	Step E	Step F
	\$62,880	\$66,024	\$69,325	\$72,791	\$76,428	\$80,249

ATTACHMENTS:

1. Resolution
2. Revised Job Description
3. Current Salary Schedule



RESOLUTION NO. 1382

RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF MADERA REVISING THE PROCUREMENT & COMPLIANCE ANALYST CLASSIFICATION AND AMENDING THE SALARY SCHEDULE.

A. **WHEREAS**, the Housing Authority of the City of Madera (HACM), maintains classifications and salary ranges necessary to provide for the effective administration and operation of its programs; and

B. **WHEREAS**, HACM currently maintains a Procurement Analyst function that provides procurement, contracting, compliance, and related administrative support; and

C. **WHEREAS**, HACM's procurement, contracting, federal funding, monitoring, documentation, and compliance responsibilities have increased and become more complex, requiring an updated professional classification; and

D. **WHEREAS**, the proposed Fiscal Year 2026-2027 budget includes total estimated expenditures of \$17,128,531; and

E. **WHEREAS**, Staff has determined that the existing Procurement Analyst classification should be revised to reflect expanded responsibilities related to procurement compliance, contract administration, federal requirements, monitoring, audit readiness, Capital Fund activities, and internal controls; and and

F. **WHEREAS**, The Board has reviewed the proposed Procurement & Compliance Analyst job description and finds the revised classification appropriate to the Agency's current operational needs; and

G. **WHEREAS**, Staff recommends that the Procurement & Compliance Analyst be assigned to an existing HACM salary range of \$62,880-\$80,249 annually without changing the salary amounts current established for that range; and

H. **WHEREAS**, The position is anticipated to be funded primarily through eligible Capital Fund activities and will also provide services benefiting Public Housing and Farm Labor Housing, with costs allocated based upon actual work performed, program benefits, applicable federal cost principles, and HACM's approved allocation methodology;

NOW, THEREFORE, IT BE 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 Establishment of the Procurement & Compliance Analyst revised classification.

Section 3. Approval of the Procurement & Compliance Analyst job description attached hereto and incorporated in reference.

Section 4. Approve a salary range of \$62,880-\$80,249 annually for the Procurement & Compliance Analyst classification to the applicable existing salary range on HACM's Salary Schedule.

Section 5. Authorize the Executive Director to recruit and fill the position in accordance with HACM personnel policies, applicable budget authority, and applicable law.

Section 6. Authorizes Finance & Administration to allocate salary and related personnel costs among Capital Fund, Public Housing, Farm Labor Housing, and other eligible programs based upon the actual work performed, benefit received, applicable federal cost principles, and HACM's approved cost allocation methodology.

Section 7. Authorizes the Executive Director and appropriate staff to take all administrative actions necessary to implement this Resolution.

Section 8. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption.

PASSED, APPROVED, AND ADOPTED by the Board of Commissioners of the Housing Authority of the City of Madera this 9th day of September 2026, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Anita Evans, Vice Chair

ATTEST:

Blanca Mendoza-Navarro
Executive Director

Giselle Flores, the Clerk for the Housing Authority of the City of Madera herein attests or certifies, as a witness to a board meeting held on September 9, 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 Admin Assistant

Approved as to Legal Form:

Megan Crouch, General Counsel

Housing Authority of the City of Madera		
Date: 6-11-2020 09-14-2026 Revision #: 1-2 Resolution #: 1168xxxx	<u>PROCUREMENT ANALYST</u> <u>PROCUREMENT & COMPLIANCE</u> <u>ANALYST</u>	Range: 5513 Salary: \$3184- 3510\$5,240-\$6,687
# in Class: 1		Non-Exempt

Class specifications are only intended to present a descriptive summary of the range of duties and responsibilities associated with specified positions. Therefore, specifications may not include all duties performed by individuals within a classification. In addition, specifications are intended to outline the minimum qualifications necessary for entry into the class and do not necessarily convey the qualifications of incumbents within the position.

SUMMARY:

Under general direction, The Procurement & Compliance Analyst supports-performs professional-level procurement, contract administration, compliance, monitoring, and analytical work for all of the Housing Authority of the City of Madera ("HACM/Agency"). -operating departments by providing procurement oversight. This The position functions-serves as the-a technical resource to the Agency departments regarding procurement procedures, contracting requirements, federal, state, and local requirements, and applicable HUD, USDA, or other regulatory requirements. The position coordinates formal and informal procurement activities; reviews procurement and contract documentation for compliance; assists with contract monitoring and closeout; supports audit and monitoring activities; maintains procurement and contract records; and assists with development and improvement of Agency procurement policies, procedures, internal controls, and compliance practices subject matter expert for the solicitation-process, i.e. RFPs (Requests for Proposals), RFQs (Requests for Qualifications) and IFBs (Invitations for Bids) and is responsible for handling negotiations, drafting and/or reviewing contract language, developing evaluation criteria, coordinating the review and selection process for the awarding of contracts.

DISTINGUISHING CHARACTERISTICS:

The Procurement & Compliance Analyst is a professional, non-supervisory classification responsible for coordinating and supporting Agency-wide procurement, contract administration compliance monitoring, and related analytical activities. The position requires independent judgment and knowledge of public-sector procurement practices, federal requirements, contract administration, and compliance documentation. oversight, warehouse operations and inventory control, performing skilled work in purchasing, cataloging and distributing supplies, materials and equipment, and must be capable of operating automated purchasing and inventory control systems and perform other related duties as required.

SUPERVISION RECEIVED/EXERCISED:

The Procurement Analyst receives general supervision-direction from the Financial Services Manager-and/or Accounting Supervisor-Executive Director and will coordinate work activities with Maintenance Modernization-ManagerCoordinator, Housing Services-Programs

Manager, Finance & Administration Manager, -and/or designated staff -Occupational Specialist for Public Housing and Farm Labor Housing.

ESSENTIAL FUNCTIONS: *(includes but are not limited to the following)*

- Establishes appropriate processes for coordinating procurement and purchasing across the Agency, ~~-and~~ provides expert advice and lead on the design and development of contract specification and forms of contract.
- Exercises review of the contract monitoring, reporting, audit compliance and contract closeout phases of the contract and procurement process for the provision of materials, goods and services.
- Analyzes contract content and terms including material, equipment, and/or service costs, performance requirements, compliance with insurance and bonding requirements and delivery schedules to ensure completeness ~~and~~ accuracy.
- Coordinates and administers contract change orders, amendments, addendums, extensions, stop notices, releases, and closeout agreements.
- Coordinates review of contract documents with legal counsel when ~~necessary~~needed.
- ~~• Regularly reviews procurement and contracting activities, policies and procedures to ensure compliance and conformity with applicable federal, state and local laws, rules and regulations guiding procurement activities for all departments.~~
- ~~• Coordinates and supports administration of assigned Agency contracts, including renewals, required documentation, reporting, and data submissions, as applicable. Administers all contracts related to the organizational functions of the Agency including analyzing, renewals and data submittal as maybe required.~~
- Administers standard contracts to include bidding forms for formal and informal procurement process, i.e., Request for Proposal (RFP), -and-Request for Qualifications (RFQ), Invitation for Bid (IFB), etc. forms; monitors and assesses contractors for compliance with contract requirements; monitors and assesses contractors for compliance with contract requirements and conducts or coordinates on-site contract monitoring and compliance reviews, as appropriate.~~conducts on-site audits.~~
- Conducts continuous assessments of the contracting and procurement operations and objectives to evaluate their application, efficiency, effectiveness and suitability to current procurement conditions, and makes appropriate recommendations and improvements when necessary.
- Oversees and performs the procurement processes in the purchase of equipment, materials and supplies, securing contractual services and selling salvage material for core departments.

- Under guidance of the Executive Director devises appropriate performance measures and evaluation factors within contractual arrangements, and ensures this data is collected, evaluated and acted upon.
- Analyzes product or procurement history data, prepares annual objectives for purchasing agreements and makes recommendations regarding appropriate methods for accomplishing effective purchases and cost savings.
- Interviews and corresponds with vendors, business representatives and contractors to obtain information for the development of specifications for the purchase of commodities and/or the resolution of complaints.
- Analyzes trade journals, catalogs, directories and other technical materials with respect to specifications and Agency needs for the specific products and services.
- Provides assistance and acts as a resource to internal departments as it relates to procurement and conformity with applicable federal, state and local laws, rules and regulations.
- Reviews procurement and contract files for compliance with applicable federal, state, local, HUD, USDA, and Agency requirements.
- Assists departments in determining appropriate procurement methods and documentation requirements before solicitations are issued.
- Reviews procurement documentation for required approvals, competition, cost or price analysis, contractor responsibility, debarment, conflict-of-interest requirements, insurance, bonding, and other applicable requirements.
- Maintains procurement and contract tracking systems, including contract terms, expiration dates, renewal options, amendments, insurance, bonding, deliverables, reporting requirements, and closeout requirements.
- Monitors assigned contracts for compliance with contractual requirements and coordinates follow-up and corrective actions when deficiencies are identified.
- Assists with preparation for HUD, USDA, auditor, and other regulatory monitoring reviews.
- Assists in tracking procurement and contract-related findings, corrective actions, deadlines, and required follow-up.
- Reviews applicable federal guidance and communicates changes affecting Agency procurement, contracting, or compliance requirements to appropriate staff.

- Provides technical assistance and training to Agency staff regarding procurement procedures, documentation, and compliance requirements.
- Supports procurement and compliance activities associated with Capital Fund, Public Housing, Farm Labor Housing, and other eligible Agency programs.
- Supports procurement, contract administration, documentation, monitoring, and compliance activities associated with Capital Fund projects and other federally funded activities.
- Assists with implementation of applicable federal grant and award requirements, including documentation and compliance requirements associated with federally funded activities.
- May assist with grant-related research, applications, documentation, reporting, and compliance activities as assigned.
- Performs other related duties as assigned.

WORKING CONDITIONS

Position requires prolonged sitting, standing, walking, reaching, twisting, turning, kneeling, bending, squatting and stooping in the performance of daily activities. The position also requires grasping, repetitive hand movement and fine coordination in preparing reports using a computer keyboard. Additionally, the position requires near and far vision in reading written reports and work-related documents and in the inspection of construction and maintenance projects. Acute hearing is required when providing phone and face-to-face service.

QUALIFICATIONS: *(The following are minimal qualifications necessary for entry into the classification)*

Education and/or Experience: ~~Any combination of education and experience that has provided the knowledge, skills and abilities necessary for a Procurement Analyst.~~ Bachelor's Degree from an accredited college or university ~~with emphasis in public administration, or business administration, finance, accounting, procurement, or related field and four years of progressively responsible experience in public procurement, contract administration, compliance, purchasing, or related governmental or public-sector functions. An equivalent combination of education, training, and experience may be considered, or any equivalent combination of education, training and experience. Must have four years of progressive experience in procurement or contracting, construction industry and real estate management/development experience a plus.~~ Experience with HUD, USDA, public housing, affordable housing, federal procurement, 2 CFR Part 200, construction procurement, Capital Fund, grant administration, contract compliance, contract administration and compliance monitoring, regulatory compliance, real estate development, or governmental audit and monitoring is preferred.

License/Certificate: Possession of, or the ability to obtain, a valid California driver's license and ability to meet insurability requirements of the company providing

automobile insurance to the Housing Authority. Professional certification such as Qualified Purchasing Agent (QPA) or Certified Public Purchasing Officer (CPPO) preferred but not required.

KNOWLEDGE/ABILITIES/SKILLS: *(The following are a representative sample of the KAS's necessary to perform essential duties of the position)*

Knowledge of: applicable HUD guidance affecting procurement, contracting, federal awards, documentation, reporting, and compliance, including applicable requirements identified in HUD PIH Notices 2025-22 and 2026-21, as amended, superseded, or replaced.

~~Modern principles, policies, procedures, goals, objectives, operational entities, requirements and activities as they apply to the Agency.~~ Knowledge of federal procurement and grant administration requirements, including applicable provisions of 2 CFR Part 200, HUD requirements, and Agency policies and procedures.

Knowledge of Section 3 construction and development contracting, federal, state and local contract rules/regulations and accreditation standards as well as special HUD procurement and compliance rules, regulations and requirements (i.e., Davis-Bacon wage regulations).

~~Extensive knowledge of contracting and procurement procedures, types and methods, including formal advertising, negotiation, fixed-price and cost contracts, use of special provisions and incentives~~ ana unique regulatory requirements pertinent to diverse procurements. Strong skills in fact finding and analysis, report writing and presentation development; principles and procedures of record keeping; occupational hazards and standard safety practices.

Knowledge of records management, procurement documentation, contract files, audit preparation, monitoring requirements, and corrective-action tracking.

Ability to: Set high standards of performance; pursue aggressive goals and work hard/smart to achieve them; strive for results and success, convey a sense of urgency and bring issues to closure; persist despite obstacles and opposition; possess strong detail and organizational skills. Meet/exceed the expectations and requirements of internal and external customers; identify, understand, monitor and measure the needs of both internal and external customers. Analyze complex issues, evaluate alternatives and reach sound conclusions; make adjustments to standard operating procedures as necessary to improve organizational effectiveness. Ability to calculate figures and amounts such as discounts, interest, proportions, and percentages and apply concepts of basic algebra. Communicate clearly and concisely, both orally and in writing; establish and maintain effective working relationships. Ability to organize and maintain complete procurement and contract files and prepare documentation for audits, HUD/USDA monitoring, and other regulatory reviews.

Skill to: Operate an office computer and a variety of word processing and software applications i.e. MS Word, Excel, PowerPoint and Outlook. May need to learn other computer software programs as required by assigned position.



Housing Authority of the City of Madera

BOARD MEMORANDUM

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

BOARD MEETING: September 9, 2026

AGENDA ITEM: C-2

FROM: Blanca Mendoza-Navarro, Executive
Director

AUTHOR: Djordan Didulo, Finance and Administration
Manager

DATE: September 2, 2026

SUBJECT: Resolution No. 1383 of The Housing Authority of the City of Madera (HACM) to Consider approving and adopting the proposed Operating and Capital Improvements Budget for Fiscal Year 2026-2027.

EXECUTIVE SUMMARY:

The purpose of this memo is to present for the Board of Commissioners' consideration a resolution approving and adopting the Housing Authority of the City of Madera's (HACM) Operating and Capital Improvements Budget for Fiscal Year 2026-2027. The proposed budget serves as the Authority's financial plan for the upcoming fiscal year and establishes the resources necessary to support housing operations, program administration, resident services, and planned capital improvement activities.

Copies of the proposed Fiscal Year 2026-2027 Operating and Capital Improvements Budget have been provided to the Board for review and consideration.

RECOMMENDATION:

Staff recommend the Board of Commissioners Adopt the Resolution approving the Operating and Capital Improvements Budget for Fiscal Year 2026-2027.

FISCAL IMPACT:

The Proposed Budget serves as the Housing Authority of the City of Madera's financial plan for operations and capital improvements during Fiscal Year 2026-2027. The budget supports total estimated expenditures of \$17,148,351 and provides the resources necessary to maintain agency operations, deliver housing programs and services, and fund planned capital improvement activities throughout the fiscal year.





Housing Authority of the City of Madera

The proposed budget reflects a decrease of approximately \$800,674, or 4.46 percent, compared to the Fiscal Year 2025-2026 adopted budget of \$17,949,024. The decrease is primarily attributable to lower anticipated funding levels in the Public Housing and Housing Choice Voucher (HCV) programs. Recent HCV funding shortfalls have limited HACM's ability to issue new vouchers, resulting in reduced Housing Assistance Payment (HAP) activity and administrative fee revenue. Additionally, Emergency Housing Voucher (EHV) funding is anticipated to sunset during Fiscal Year 2026-2027, contributing to reductions in both revenues and expenditures.

Because the Housing Authority operates on the same fiscal year as the U.S. Department of Housing and Urban Development (HUD), final funding allocations for Fiscal Year 2026-2027 have not yet been released. Accordingly, the proposed budget assumes Public Housing Operating Fund and Housing Choice Voucher funding levels based on the best information currently available. Staff will continue to monitor HUD funding announcements and will return to the Board with any necessary budget amendments should final funding allocations differ materially from those assumed in the adopted budget.

ATTACHMENTS:

1. Resolution
2. Proposed FY 2026-2027 Operating and Capital Improvements Budget



RESOLUTION NO. 1383

RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF MADERA ADOPTING AN ANNUAL OPERATING BUDGET AND CAPITAL IMPROVEMENT BUDGET FOR FISCAL YEAR 2026-2027.

A. **WHEREAS**, the Housing Authority of the City of Madera (HACM), is required to adopt an operating budget each fiscal year demonstrating how it will fulfill its mission of providing clean safe affordable housing; and

B. **WHEREAS**, the Housing Authority Executive Director and staff have prepared and presented a proposed Operating and Improvement Budget for Fiscal Year 2026-2027 for review and consideration by the Board of Commissioners; and

C. **WHEREAS**, the proposed budget establishes the financial plan necessary to support the Authority's programs, services operations, and capital improvement activities during Fiscal Year 2026-2027; and

D. **WHEREAS**, the proposed Fiscal Year 2026-2027 budget includes total estimated expenditures of \$17,148,351; and

E. **WHEREAS**, final funding allocations from the United States Department of Housing and Urban Development (HUD) for the Public Housing Operating Fund and Housing Choice Voucher programs have not yet been released, and the proposed budget is based upon the best available funding information and projections at the time of preparation; and

F. **WHEREAS**, staff will continue to monitor HUD funding allocations and return to the Board for consideration of any necessary budget amendments should actual funding levels differ materially from those assumed in the adopted budget.

NOW, THEREFORE, IT BE 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 Fiscal Year 2026-2027 Annual Operating and Capital Improvement Budget. That the HACM Board of Commissioners has considered and approved the Fiscal Year 2026-2027 Annual Operating and Capital Improvement Budget.

Section 3. The Executive Director is authorized to administer the budget and make transfers and adjustments as permitted by applicable policies and regulations.

Section 4. The Executive Director is authorized to take all actions necessary to implement the Fiscal Year 2026-2027 Operating and Capital Improvement Budget.

Section 5. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption.

PASSED, APPROVED, AND ADOPTED by the Board of Commissioners of the Housing Authority of the City of Madera this 9th day of September 2026, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Anita Evans, Vice Chair

ATTEST:

Blanca Mendoza-Navarro
Executive Director

Giselle Flores, the Clerk for the Housing Authority of the City of Madera herein attests or certifies, as a witness to a board meeting held on September 9, 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 Admin Assistant

Approved as to Legal Form:

Megan Crouch, General Counsel

FY 26/27 Detail by Account and Fund - Agency-Wide

Account	Account Name	Captail Fund	RevFund	HCV	PH	FML	FSS	Pomona	Grand Total
3111-00-000	Tenant Rent				1,649,536	774,196			2,423,732
3112-02-000	Rental Assistance					387,098			387,098
3112-04-000	Utility Reimbursement Recovery - PHA				-	-			-
3112-07-000	Non-Dwelling Rent		253,281		6,600	4,200			264,081
3113-00-000	Less: Vacancies				-				-
3120-01-000	Laundry and Vending				1,500	-			1,500
3120-02-000	Cleaning Fee				7,000	1,500			8,500
3120-03-000	Damages				2,000	1,350			3,350
3120-04-000	Late Charges				8,000	1,300			9,300
3120-06-000	NSF Charges				200	100			300
3120-07-000	Tenant Owed Utilities				-				-
3120-09-000	Misc.Tenant Income				2,000	500			2,500
3120-10-000	HAP Agreement Expense Recovery					-			-
3401-00-000	HUD PHA Operating Grants/Subsidy				623,893				623,893
3410-01-000	Section 8 HAP Earned			6,563,968					6,563,968
3410-02-000	Section 8 Admin. Fee Income			663,049					663,049
3410-03-000	Section 8 FSS Grant Income						95,349		95,349
3410-04-000	Port-In Admin Fees Earned			10,321					10,321
3410-06-000	Port In HAP Earned			154,563					154,563
3410-07-000	OMS-Migrant PFS Subsidy							503,191	503,191
3410-08-000	Subsidies						-		-
3410-09-000	FML Subsidy						-		-
3415-00-000	Other Government Grants							-	-
3420-00-000	Capital Fund Grants	3,138,686							3,138,686
3610-00-000	Investment Income - Unrestricted		4,997						4,997
3612-00-000	Interest Income		149,805	13,756	135,976	5,022			304,559
3620-00-000	Management Fee Income		40,541						40,541
3645-00-000	FSS Inc. Forfeit			-					-
3650-00-000	Miscellaneous Other Income		5,000		-	1,500			6,500
3660-00-000	Transfers IN (Reserve)	1,658,697		78,124	-	194,375		-	1,931,196
3699-03-000	PG&E CAPMC/MACE				4,500				4,500
3999-00-000	TOTAL REVENUES	4,797,383	453,624	7,483,781	2,441,204	1,371,141	95,349	503,191	17,145,674
4110-00-000	Administrative Salaries		108,481	114,199	160,922	66,767		-	450,369
4110-01-000	Administrative Rent Free Unit		-	-		-			-
4110-04-000	Employee Benefit Contribution - Admin		19,264	16,047	40,575	12,676		-	88,562
4110-05-000	Retirement-admin.		40,078	41,948	58,497	24,361		-	164,884
4110-06-000	Benefit Credits-Admin.		-	-	-	-		-	-
4110-07-000	Insight EAP-Admin.		-	-	-	-		-	-
4110-08-000	ICMA Admin Benefits.		6,834	7,196	10,138	4,206		-	28,374
4110-09-000	SUI Expense		-	-	-	-		-	-
4110-10-000	Meals and Entertainment		-	-	-	-		-	-
4110-11-000	PERS Benefits		-	-	-	-		-	-
4110-12-000	Standard Life		-	-	-	-		-	-
4130-02-000	Criminal Background Checks		240	-	400	167	-		807
4130-03-000	Tenant Screening			-	1,200	100			1,300
4130-04-000	General Legal Expense		9,600	8,400	16,000	2,280			36,280
4140-00-000	Staff Training		3,120	2,730	5,200	1,500	-	500	13,050
4150-00-000	Travel		7,680	6,720	12,800	3,500		500	31,200
4170-00-000	Accounting Fees		4,800	4,200	8,000	4,267			21,267
4171-00-000	Auditing Fees		7,440	6,510	12,400	6,916		1,750	35,016
4172-00-000	Port Out Admin Fee Paid			20,000		-			20,000
4173-00-000	Management Fee							42,150	42,150
4180-00-000	Office Rent		-	36,036	34,901	18,480			89,417
4182-00-000	Consultants		3,150	6,500	10,200	2,700		-	22,550
4190-01-000	Membership and Fees		3,240	3,957	7,515	100			14,812
4190-02-000	Publications		-						-
4190-03-000	Advertising		240	315	600	500		250	1,905
4190-04-000	Office Supplies		2,880	3,780	7,200	2,700	-	1,200	17,760
4190-06-000	Computer Parts		-	-	-	-	-	-	-
4190-07-000	Telephone		1,440	1,890	3,600	620		-	7,550
4190-08-000	Postage		2,600	3,413	6,500	2,745		-	15,258

Account	Account Name	Captail Fund	RevFund	HCV	PH	FML	FSS	Pomona	Grand Total
4190-09-000	Software Lisenze Fees		9,856	13,911	30,040	8,000		-	61,807
4190-10-000	Copiers		5,400	7,088	13,500	5,473		-	31,461
4190-11-000	Printer Supplies		-	-	-	-			-
4190-12-000	Software		-	-	-	-			-
4190-13-000	Internet		4,896	4,536	8,640	1,950		51,125	71,147
4190-15-000	Cell Phones/Pagers		1,600	2,000	11,345	2,736		-	17,681
4190-17-000	Temporary Administrative Labor		-	-	-	-	-		-
4190-18-000	Small Office Equipment		-	-	500	-		-	500
4190-22-000	Other Misc Admin Expenses		4,080	5,145	9,800	3,625	-	150	22,800
4210-00-000	Tenant Services Salaries		46,018	199,717	193,903	57,457	50,344	56,849	604,288
4210-01-000	Employee Benefit Contribution - Tenant Svs.		14,989	53,856	62,720	13,912	21,619	11,359	178,455
4210-02-000	Retirement-Tenant Svcs.		16,474	71,499	74,162	22,694	18,044	28,464	231,337
4210-03-000	Benefit Credits-Tenant Svcs.		-	-	-	-	-	-	-
4210-04-000	Insight EAP-Tenant Svcs.		-	-	-	-		-	-
4210-05-000	ICMA Tenant Ser. Benefit		2,899	12,582	12,216	3,620	3,172	3,582	38,071
4212-00-000	Tenant Services Travel/Training		-	1,000	1,500	1,500	-		4,000
4220-00-000	Resident Council		-	-	-				-
4220-01-000	Other Tenant Svcs.		-	-	-	-			-
4230-00-000	Tenant Services Contract Costs		-	-	-	-			-
4230-01-000	Tenant Relocation				12,000				12,000
4310-00-000	Water		528	462	120,600	61,786		-	183,376
4310-01-000	Water System Exp Maintaining				1,500	750		25,480	27,730
4320-00-000	Electricity		7,560	6,615	52,600	17,071		47,320	131,166
4320-01-000	Electricity-Vacant Units				-	-			-
4330-00-000	Gas		1,464	1,281	5,000	665		10,000	18,410
4330-01-000	Gas-Vacant Units				-	-			-
4332-00-000	Heating Oil					-			-
4340-00-000	Garbage/Trash Removal		1,440	1,260	145,000	57,643		11,000	216,343
4390-00-000	Sewer		864	756	153,000	64,692		12,000	231,312
4410-00-000	Maintenance Salaries		23,109		304,395	90,329		44,266	462,099
4410-05-000	Employee Benefit Contribution - Maintenance		6,994	-	75,153	22,769		26,548	131,464
4410-06-000	Retirement-Maint.		9,532		119,588	36,871		20,402	186,393
4410-07-000	Benefit Credits-Maint.				-	-		-	-
4410-08-000	Insight EAP-Maint.		-	-	-	-		-	-
4410-09-000	ICMA Mtce. Benefits		1,456		19,177	5,691		3,375	29,699
4411-00-000	Maintenance Uniforms		510	-	4,800	2,744		-	8,054
4413-00-000	Vehicle Gas, Oil, Grease		1,250	1,760	7,200	2,700		3,000	15,910
4420-01-000	Supplies-Grounds		500		1,000	600		-	2,100
4420-02-000	Supplies-Appliance		500		1,578	10,000		-	12,078
4420-03-000	Supplies-Decorating		-	-	-	-			-
4420-04-000	Supplies-Electrical				2,720	250			2,970
4420-05-000	Supplies-Exterminating				-	-			-
4420-06-000	Supplies-Janitorial/Cleaning		1,000	315	4,505	1,000		-	6,820
4420-07-000	Supplies-Maint/Repairs		2,100	-	71,222	27,000		8,240	108,562
4420-08-000	Supplies-Plumbing		500		2,500	4,000		-	7,000
4420-09-000	Tools and Equipment		1,800	500	2,000	3,417		-	7,717
4420-10-000	Maintenance Paper/Supplies		-	-	1,000	-			1,000
4420-11-000	Maint. Building Rent				134,000	16,500			150,500
4420-12-000	Supplies - HVAC				-	-		-	-
4430-01-000	Contract-Alarm/Extinguisher		1,046	915	2,000	500		-	4,461
4430-02-000	Contract-Appliance				-				-
4430-03-000	Contract-Building Repairs		-	-	10,000	-		8,200	18,200
4430-04-000	Contract-Carpet Cleaning		-	-	2,000	1,000			3,000
4430-05-000	Contract-Decorating/Painting				10,000	5,876			15,876
4430-06-000	Contract-Electrical				3,000	-		3,090	6,090
4430-07-000	Contract-Pest Control		144	126	8,800	2,500		-	11,570
4430-08-000	Contract-Floor Covering				10,000	35,000			45,000
4430-09-000	Contract-Grounds		403	353	10,000	100,000		2,000	112,756
4430-10-000	Contract-Janitorial/Cleaning				9,300	1,400			10,700
4430-11-000	Contract-Plumbing				5,000	28,000		-	33,000
4430-12-000	Contract-Window/Door		-	-	4,000	1,500			5,500
4430-13-000	Contract-HVAC		-	-	10,000	59,825		-	69,825
4430-14-000	Contract-Vehicle Maintenance		2,000	-	6,300	2,500		300	11,100
4430-15-000	Contract-Equipment Rental		-	-	-	-		-	-
4430-16-000	Contract-Maintenance Consultants				-				-

Account	Account Name	Captail Fund	RevFund	HCV	PH	FML	FSS	Pomona	Grand Total
4430-18-000	Contract-Alarm Monitoring		870	-	3,000	750		-	4,620
4430-19-000	Contract-Sprinkler Monitoring				-				-
4430-20-000	Contract Equipment Maint.					-		9,550	9,550
4430-22-000	Contract-IT Contracts		7,792	10,227	19,480	7,275		-	44,774
4430-23-000	Contract-Consultants		-	-	-	-			-
4430-90-000	Contract-Fee For Service		240	315	600	-		-	1,155
4430-99-000	Contract Costs-Cap Improvement	4,797,383						-	4,797,383
4431-00-000	Extraordinary Maintenance		-		-	-			-
4510-00-000	Insurance		1,200	-	-	-	-	-	1,200
4510-10-000	Property Insurance		6,635	1,800	93,740	31,983		19,986	154,144
4510-20-000	Liability Insurance		1,098	5,400	15,100	5,139		2,624	29,361
4510-30-000	Auto Insurance		407	1,350	5,600	1,905		1,028	10,290
4510-40-000	Workers Comp Insurance		6,120	10,816	22,713	6,427	1,667	3,658	51,401
4510-50-000	SUI-Admin.		1,085	1,142	1,609	668		-	4,504
4510-51-000	SUI-Tenant Svcs.		460	1,997	1,939	575	503	569	6,043
4510-52-000	SUI-Mtce.		231		3,044	903		536	4,714
4510-60-000	Medicare-Admin.		1,573	1,656	2,333	968		-	6,530
4510-61-000	Medicare-Tenant Svcs.		667	2,896	2,812	833	-	824	8,032
4510-62-000	Medicare-Mtce.		335		4,414	1,310		777	6,836
4521-00-000	Misc. Taxes/Licenses/Insurance		-	-	-	-		1,000	1,000
4570-00-000	Bad Debt-Tenant Rents				1,800	2,500		-	4,300
4570-01-000	Bad Debt-Other				600	1,000			1,600
4580-00-000	Security/Law Enforcement		6,210	34,155	83,835	32,100			156,300
4585-00-000	Port-In HAP Expense			-					-
4590-00-000	Other General Expense			-	-	1,500			1,500
4701-03-000	Bad Debt Recovery		-						-
4715-00-000	Housing Assistance Payments			6,257,589					6,257,589
4715-01-000	Tenant Utility Payments-Voucher			13,500	-				13,500
4715-01-001	Tenant Utility Payments-Public Housing			-	6,030	-			6,030
4715-02-000	Port Out HAP Payments			436,420					436,420
4715-05-100	Security Deposit Assistance EHV								-
4715-06-000	FSS Escrow Payments			35,000	22,000				57,000
4715-07-000	Homeownership			-					-
4715-08-000	VASH			-					-
4715-09-000	Family Unification			-					-
4851-00-000	Interest Expense-C.B.B Loan					102,000			102,000
4852-00-000	C.B.B Principal Expense					130,995			130,995
4853-00-000	USDA Loan #6 Interest expense					161			161
4853-01-000	USDA Loan #7 Interest Expense					527			527
4853-02-000	USDA Loan #8 Interest Expense					909			909
4854-00-000	USDA Loan #6 Principal Expense					2,903			2,903
4854-01-000	USDA Loan #7 Principal Expense					5,810			5,810
4854-02-000	USDA Loan #8 Principal Expense					9,546			9,546
4855-00-000	Interest Expense-Mortgage Payable					-			-
4856-00-000	W.F. Debt Prin. Expense					-			-
4857-00-000	Debt Prin Expense					-		4,541	4,541
5210-00-000	Transfers OUT(Reserve)		26,702		4,643	85,000		35,000	151,345
8000-00-000	TOTAL EXPENSES	4,797,383	453,624	7,483,781	2,441,204	1,373,818	95,349	503,191	17,148,351

**HOUSING AUTHORITY OF THE CITY OF MADERA
BUDGET PROGRAM SUMMARY**

Account	Account Name	FY 22/23 Actuals	FY 23/24 Actuals	FY 24/25 Projected				FY 25/26 Proposed	FY 26/27 Proposed	Increase / (Decrease)	Change %
				Actuals	FY 24/25 Budget						
3111-00-000	Tenant Rent	\$ 2,394,751.79	\$ 2,389,336.77	\$ 2,434,879.96	\$ 2,439,866.00	\$ 2,419,743.00	\$ 2,423,732.00	\$ 3,989.00	0.16%		
3112-02-000	Rental Assistance	\$ 146,454.00	\$ 234,642.00	\$ 357,463.00	\$ 365,384.00	\$ 391,086.00	\$ 387,098.00	\$ (3,988.00)	-1.02%		
3112-04-000	Utility Reimbursement Recovery -PHA	\$ (92,531.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%		
3112-07-000	Non-Dwelling Rent	\$ 178,202.00	\$ 182,903.00	\$ 210,379.92	\$ 210,379.92	\$ 241,056.00	\$ 264,081.00	\$ 23,025.00	9.55%		
3113-00-000	Less: Vacancies	\$ (23.76)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%		
3120-01-000	Laundry and Vending	\$ 1,409.51	\$ 2,905.24	\$ 1,670.37	\$ 1,600.00	\$ 1,500.00	\$ 1,500.00	\$ -	0.00%		
3120-02-000	Cleaning Fee	\$ 2,527.00	\$ 4,654.00	\$ 8,231.50	\$ 8,750.00	\$ 9,000.00	\$ 8,500.00	\$ (500.00)	-5.56%		
3120-03-000	Damages	\$ 3,417.85	\$ 3,341.65	\$ 3,389.30	\$ 4,500.00	\$ 3,350.00	\$ 3,350.00	\$ -	0.00%		
3120-04-000	Late Charges	\$ 9,239.59	\$ 8,581.62	\$ 9,275.00	\$ 9,900.00	\$ 9,200.00	\$ 9,300.00	\$ 100.00	1.09%		
3120-06-000	NSF Charges	\$ 60.00	\$ 30.00	\$ 30.00	\$ 150.00	\$ 300.00	\$ 300.00	\$ -	0.00%		
3120-07-000	Tenant Owed Utilities	\$ (4,797.19)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%		
3120-09-000	Misc.Tenant Income	\$ (242.97)	\$ 3,642.00	\$ 4,143.25	\$ 3,500.00	\$ 2,500.00	\$ 2,500.00	\$ -	0.00%		
3120-10-000	HAP Agreement Expense Recovery	\$ -	\$ 10.80	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%		
3401-00-000	HUD PHA Operating Grants/Subsidy	\$ 197,283.00	\$ 1,204,433.52	\$ 1,108,731.49	\$ 1,033,000.00	\$ 842,710.00	\$ 623,892.63	\$ (218,817.37)	-25.97%		
3410-01-000	Section 8 HAP Earned	\$ 4,904,075.00	\$ 5,932,342.00	\$ 6,775,083.00	\$ 6,494,490.00	\$ 6,540,617.00	\$ 6,563,968.00	\$ 23,351.00	0.36%		
3410-02-000	Section 8 Admin. Fee Income	\$ 840,703.00	\$ 788,740.00	\$ 771,316.00	\$ 764,082.00	\$ 710,607.00	\$ 663,049.00	\$ (47,558.00)	-6.69%		
3410-03-000	Section 8 FSS Grant Income	\$ 32,574.33	\$ 38,624.11	\$ 46,529.00	\$ 65,201.00	\$ 72,250.00	\$ 95,349.00	\$ 23,099.00	31.97%		
3410-04-000	Port-In Admin Fees Earned	\$ -	\$ -	\$ 4,235.00	\$ -	\$ 7,400.00	\$ 10,321.00	\$ 2,921.00	39.47%		
3410-06-000	Port In HAP Earned	\$ -	\$ 2,218.00	\$ 67,171.00	\$ -	\$ 94,000.00	\$ 154,563.00	\$ 60,563.00	64.43%		
3410-07-000	OMS-Migrant PFS Subsidy	\$ 333,334.00	\$ 1,007,987.00	\$ 669,105.00	\$ 708,702.00	\$ 485,495.00	\$ 503,191.00	\$ 17,696.00	3.64%		
3410-08-000	Subsidies	\$ (69,732.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%		
3410-09-000	FML Subsidy	\$ 100,382.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%		
3415-00-000	Other Government Grants	\$ 97,500.00	\$ 107,863.11	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%		
3420-00-000	Capital Fund Grants	\$ -	\$ -	\$ -	\$ 4,642,472.00	\$ 5,624,630.00	\$ 3,138,686.00	\$ (2,485,944.00)	-44.20%		
3610-00-000	Investment Income - Unrestricted	\$ -	\$ 3,269.00	\$ 4,909.03	\$ 3,977.21	\$ 4,997.00	\$ 4,997.00	\$ -	0.00%		
3612-00-000	Interest Income	\$ 143,142.34	\$ 319,113.84	\$ 361,574.90	\$ 333,673.00	\$ 239,500.00	\$ 304,558.91	\$ 65,058.91	27.16%		
3620-00-000	Management Fee Income	\$ 32,376.00	\$ 46,937.00	\$ 38,970.00	\$ 38,970.00	\$ 40,541.00	\$ 40,541.00	\$ -	0.00%		
3645-00-000	FSS Inc.Forfeit	\$ 22,787.66	\$ -	\$ -	\$ -	\$ 15,742.00	\$ -	\$ (15,742.00)	-100.00%		
3650-00-000	Miscellaneous Other Income	\$ 4,070.92	\$ 4,197.57	\$ 767.84	\$ -	\$ 4,300.00	\$ 6,500.00	\$ 2,200.00	51.16%		
3660-00-000	Transfers IN (Reserve)	\$ -	\$ -	\$ 71,480.36	\$ 162,571.28	\$ 184,000.00	\$ 1,931,196.00	\$ 1,747,196.00	949.56%		
3699-03-000	PG&E CAPMC/MACE	\$ -	\$ 3,135.13	\$ 5,630.75	\$ 5,500.00	\$ 4,500.00	\$ 4,500.00	\$ -	0.00%		
3999-00-000	TOTAL REVENUES	\$ 9,276,963.07	\$ 12,288,907.36	\$ 12,954,965.67	\$ 17,296,668.41	\$ 17,949,024.00	\$ 17,145,673.54	\$ (803,350.46)	-4.48%		
4110-00-000	Administrative Salaries	\$ 749,347.07	\$ 377,015.96	\$ 372,050.73	\$ 397,500.00	\$ 432,325.00	\$ 450,369.00	\$ 18,044.00	4.17%		
4110-01-000	Administrative Rent Free Unit	\$ -	\$ 4,718.44	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%		
4110-04-000	Employee Benefit Contribution - Admin	\$ 77,024.54	\$ 31,988.05	\$ 64,619.50	\$ 67,000.00	\$ 68,141.00	\$ 88,562.00	\$ 20,421.00	29.97%		
4110-05-000	Retirement-admin.	\$ 17,100.06	\$ 123,687.16	\$ 151,622.59	\$ 153,463.00	\$ 155,746.00	\$ 164,884.00	\$ 9,138.00	5.87%		
4110-06-000	Benefit Credits-Admin.	\$ 89,963.71	\$ 2,692.34	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%		
4110-07-000	Insight EAP-Admin.	\$ 208.18	\$ 151.20	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%		

Account	Account Name	FY 22/23 Actuals	FY 23/24 Actuals	FY 24/25 Projected				FY 25/26 Proposed	FY 26/27 Proposed	Increase / (Decrease)	Change %
					Actuals	FY 24/25 Budget					
4110-08-000	ICMA Admin Benefits.	\$ 21,255.63	\$ 23,134.50	\$ 22,370.16	\$ 26,300.00	\$ 26,923.00	\$ 28,374.00	\$ 1,451.00	5.39%		
4110-09-000	SUI Expense	\$ 4,079.42	\$ 127.59	\$ 646.00	\$ 1,100.00	\$ 920.00	\$ -	\$ (920.00)	-100.00%		
4110-10-000	Meals and Entertainment	\$ 1,455.37	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%		
4110-11-000	PERS Benefits	\$ 317,435.12	\$ 170,855.00	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%		
4110-12-000	Standard Life	\$ 4,915.53	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%		
4130-02-000	Criminal Background Checks	\$ 3,187.40	\$ 2,106.80	\$ 944.10	\$ 1,050.00	\$ 1,000.00	\$ 807.00	\$ (193.00)	-19.30%		
4130-03-000	Tenant Screening	\$ 26.85	\$ 535.00	\$ 298.35	\$ 425.00	\$ 1,400.00	\$ 1,300.00	\$ (100.00)	-7.14%		
4130-04-000	General Legal Expense	\$ 71,113.00	\$ 86,696.55	\$ 130,642.50	\$ 129,000.00	\$ 65,000.00	\$ 36,280.00	\$ (28,720.00)	-44.18%		
4140-00-000	Staff Training	\$ 10,993.74	\$ 17,721.64	\$ 10,081.11	\$ 10,200.00	\$ 10,000.00	\$ 13,050.00	\$ 3,050.00	30.50%		
4150-00-000	Travel	\$ 11,923.81	\$ 16,891.48	\$ 8,695.50	\$ 10,200.00	\$ 10,000.00	\$ 31,200.00	\$ 21,200.00	212.00%		
4170-00-000	Accounting Fees	\$ 11,962.40	\$ 50,842.50	\$ 14,007.42	\$ 20,000.00	\$ 20,000.00	\$ 21,267.00	\$ 1,267.00	6.34%		
4171-00-000	Auditing Fees	\$ 5,865.00	\$ 58,236.00	\$ 26,726.43	\$ 34,095.00	\$ 32,500.00	\$ 35,016.00	\$ 2,516.00	7.74%		
4172-00-000	Port Out Admin Fee Paid	\$ 2,224.09	\$ 4,095.08	\$ 24,517.96	\$ -	\$ 22,000.00	\$ 20,000.00	\$ (2,000.00)	-9.09%		
4173-00-000	Management Fee	\$ 20,700.76	\$ 46,936.96	\$ 38,970.00	\$ 50,291.00	\$ 40,541.00	\$ 42,150.00	\$ 1,609.00	3.97%		
4180-00-000	Office Rent	\$ 75,670.00	\$ 75,669.96	\$ 64,411.92	\$ 64,412.00	\$ 81,288.00	\$ 89,417.00	\$ 8,129.00	10.00%		
4182-00-000	Consultants	\$ 90,634.02	\$ 46,195.74	\$ 38,903.40	\$ 34,800.00	\$ 24,220.00	\$ 22,550.00	\$ (1,670.00)	-6.90%		
4190-01-000	Membership and Fees	\$ 5,198.30	\$ 6,593.20	\$ 5,275.72	\$ 5,621.50	\$ 13,912.00	\$ 14,812.00	\$ 900.00	6.47%		
4190-02-000	Publications	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%		
4190-03-000	Advertising	\$ 2,704.35	\$ 8,003.32	\$ 475.01	\$ 950.00	\$ 1,550.00	\$ 1,905.00	\$ 355.00	22.90%		
4190-04-000	Office Supplies	\$ 17,525.17	\$ 9,438.07	\$ 15,853.29	\$ 17,500.00	\$ 19,189.00	\$ 17,760.00	\$ (1,429.00)	-7.45%		
4190-06-000	Computer Parts	\$ 78,853.82	\$ 2,618.44	\$ 14.28	\$ -	\$ -	\$ -	\$ -	0.00%		
4190-07-000	Telephone	\$ 17,452.78	\$ 13,099.00	\$ 5,318.82	\$ 5,750.00	\$ 5,256.00	\$ 7,550.00	\$ 2,294.00	43.65%		
4190-08-000	Postage	\$ 14,949.56	\$ 13,753.24	\$ 17,474.76	\$ 19,100.00	\$ 18,299.00	\$ 15,258.00	\$ (3,041.00)	-16.62%		
4190-09-000	Software Lisense Fees	\$ 47,274.08	\$ 71,467.18	\$ 80,250.75	\$ 73,000.00	\$ 84,488.00	\$ 61,807.00	\$ (22,681.00)	-26.85%		
4190-10-000	Copiers	\$ 26,927.05	\$ 25,363.96	\$ 28,888.65	\$ 28,350.00	\$ 31,000.00	\$ 31,461.00	\$ 461.00	1.49%		
4190-11-000	Printer Supplies	\$ 33.22	\$ 11.57	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%		
4190-12-000	Software	\$ -	\$ 824.93	\$ 927.79	\$ 250.00	\$ -	\$ -	\$ -	0.00%		
4190-13-000	Internet	\$ 4,172.10	\$ 12,021.27	\$ 64,598.34	\$ 67,100.00	\$ 58,750.00	\$ 71,147.00	\$ 12,397.00	21.10%		
4190-15-000	Cell Phones/Pagers	\$ 5,720.91	\$ 9,069.85	\$ 15,475.45	\$ 13,550.00	\$ 18,660.00	\$ 17,681.00	\$ (979.00)	-5.25%		
4190-17-000	Temporary Administrative Labor	\$ 51,057.07	\$ 125,162.03	\$ 56,755.49	\$ 54,055.48	\$ -	\$ -	\$ -	0.00%		
4190-18-000	Small Office Equipment	\$ 799.58	\$ -	\$ 1,330.79	\$ 1,250.00	\$ 500.00	\$ 500.00	\$ -	0.00%		
4190-22-000	Other Misc Admin Expenses	\$ 29,289.49	\$ 23,389.74	\$ 9,622.71	\$ 10,000.00	\$ 20,662.00	\$ 22,800.00	\$ 2,138.00	10.35%		
4210-00-000	Tenant Services Salaries	\$ 190,836.54	\$ 379,577.91	\$ 486,958.77	\$ 476,772.00	\$ 588,704.00	\$ 611,027.34	\$ 22,323.34	3.79%		
4210-01-000	Employee Benefit Contribution - Tenant S	\$ 101,151.72	\$ 79,449.00	\$ 115,963.46	\$ 111,274.00	\$ 156,452.00	\$ 178,479.27	\$ 22,027.27	14.08%		
4210-02-000	Retirement-Tenant Svcs.	\$ 25,142.25	\$ 166,105.42	\$ 196,416.57	\$ 186,526.00	\$ 223,528.00	\$ 233,748.78	\$ 10,220.78	4.57%		
4210-03-000	Benefit Credits-Tenant Svcs.	\$ 14,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%		
4210-04-000	Insight EAP-Tenant Svcs.	\$ 128.26	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%		
4210-05-000	ICMA Tenant Ser. Benefit	\$ 442.08	\$ 25,234.60	\$ 30,843.10	\$ 29,457.00	\$ 37,089.00	\$ 38,494.50	\$ 1,405.50	3.79%		
4212-00-000	Tenant Services Travel/Training	\$ -	\$ -	\$ 10,844.31	\$ 13,350.00	\$ 9,500.00	\$ 4,000.00	\$ (5,500.00)	-57.89%		
4220-00-000	Resident Council	\$ 152.68	\$ -	\$ 48.52	\$ -	\$ -	\$ -	\$ -	0.00%		
4220-01-000	Other Tenant Svcs.	\$ 117.56	\$ 3,669.71	\$ 93.73	\$ -	\$ 4,000.00	\$ -	\$ (4,000.00)	-100.00%		
4230-00-000	Tenant Services Contract Costs	\$ 35,231.21	\$ 38,615.93	\$ (3,068.50)	\$ (3,068.50)	\$ -	\$ -	\$ -	0.00%		
4230-01-000	Tenant Relocation	\$ -	\$ 2,821.78	\$ -	\$ -	\$ -	\$ 6,748.00	\$ 6,748.00	0.00%		
4310-00-000	Water	\$ 184,117.76	\$ 302,557.08	\$ 172,942.77	\$ 190,200.00	\$ 196,320.00	\$ 183,376.00	\$ (12,944.00)	-6.59%		

Account	Account Name	FY 22/23 Actuals	FY 23/24 Actuals	FY 24/25 Projected				FY 25/26 Proposed	FY 26/27 Proposed	Increase / (Decrease)	Change %
				Actuals	FY 24/25 Budget						
4310-01-000	Water System Exp Maintaining	\$ 12,246.87	\$ 8,501.00	\$ 10,428.00	\$ 11,000.00	\$ 11,750.00	\$ 27,730.00	\$ 15,980.00	\$ 136.00%		
4320-00-000	Electricity	\$ 85,787.31	\$ 100,320.51	\$ 90,266.33	\$ 112,927.00	\$ 97,000.00	\$ 131,166.00	\$ 34,166.00	\$ 35.22%		
4320-01-000	Electricity-Vacant Units	\$ 746.56	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0.00%		
4330-00-000	Gas	\$ 13,278.21	\$ 12,739.09	\$ 12,774.89	\$ 20,300.00	\$ 15,839.00	\$ 18,410.00	\$ 2,571.00	\$ 16.23%		
4330-01-000	Gas-Vacant Units	\$ 286.14	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0.00%		
4332-00-000	Heating Oil	\$ 35,493.61	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0.00%		
4340-00-000	Garbage/Trash Removal	\$ 134,679.87	\$ 107,337.69	\$ 170,674.17	\$ 179,100.00	\$ 186,548.00	\$ 216,343.00	\$ 29,795.00	\$ 15.97%		
4390-00-000	Sewer	\$ 157,305.13	\$ 179,831.35	\$ 173,318.57	\$ 192,000.00	\$ 193,896.00	\$ 231,312.00	\$ 37,416.00	\$ 19.30%		
4410-00-000	Maintenance Salaries	\$ 240,532.69	\$ 379,996.00	\$ 444,456.22	\$ 443,966.00	\$ 454,288.00	\$ 462,098.83	\$ 7,810.83	\$ 1.72%		
4410-05-000	Employee Benefit Contribution - Mainten	\$ 77,315.43	\$ 52,288.04	\$ 113,559.13	\$ 105,500.00	\$ 124,911.00	\$ 131,463.68	\$ 6,552.68	\$ 5.25%		
4410-06-000	Retirement-Maint.	\$ 30,269.67	\$ 154,134.85	\$ 165,460.14	\$ 163,500.00	\$ 178,571.00	\$ 186,393.46	\$ 7,822.46	\$ 4.38%		
4410-07-000	Benefit Credits-Maint.	\$ 8,678.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0.00%		
4410-08-000	Insight EAP-Maint.	\$ 177.70	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0.00%		
4410-09-000	ICMA Mtce. Benefits	\$ 20,801.56	\$ 26,718.06	\$ 26,879.56	\$ 26,798.00	\$ 28,620.00	\$ 29,698.96	\$ 1,078.96	\$ 3.77%		
4411-00-000	Maintenance Uniforms	\$ 2,913.06	\$ 6,018.77	\$ 6,203.29	\$ 6,250.00	\$ 8,284.00	\$ 8,054.00	\$ (230.00)	\$ -2.78%		
4413-00-000	Vehicle Gas, Oil, Grease	\$ 10,611.58	\$ 11,074.08	\$ 13,546.15	\$ 13,500.00	\$ 14,700.00	\$ 15,910.00	\$ 1,210.00	\$ 8.23%		
4420-01-000	Supplies-Grounds	\$ 1,610.68	\$ 991.66	\$ 2,034.27	\$ 2,500.00	\$ 13,250.00	\$ 2,100.00	\$ (11,150.00)	\$ -84.15%		
4420-02-000	Supplies-Appliance	\$ 24,456.92	\$ 34,906.55	\$ 36,952.35	\$ 26,000.00	\$ 72,500.00	\$ 12,078.14	\$ (60,421.86)	\$ -83.34%		
4420-03-000	Supplies-Decorating	\$ 452.49	\$ -	\$ 421.50	\$ 500.00	\$ -	\$ -	\$ -	\$ 0.00%		
4420-04-000	Supplies-Electrical	\$ 2,877.11	\$ -	\$ 145.55	\$ 3,500.00	\$ 250.00	\$ 2,970.00	\$ 2,720.00	\$ 1088.00%		
4420-05-000	Supplies-Exterminating	\$ 275.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0.00%		
4420-06-000	Supplies-Janitorial/Cleaning	\$ 2,683.68	\$ 4,179.57	\$ 5,973.46	\$ 7,500.00	\$ 7,175.00	\$ 6,820.00	\$ (355.00)	\$ -4.95%		
4420-07-000	Supplies-Maint/Repairs	\$ 52,226.16	\$ 89,891.13	\$ 121,934.53	\$ 120,750.00	\$ 148,500.00	\$ 108,562.18	\$ (39,937.82)	\$ -26.89%		
4420-08-000	Supplies-Plumbing	\$ 884.69	\$ 9,395.15	\$ 1,323.08	\$ 1,750.00	\$ 3,500.00	\$ 7,000.00	\$ 3,500.00	\$ 100.00%		
4420-09-000	Tools and Equipment	\$ 1,555.33	\$ 2,860.05	\$ 141,702.77	\$ 137,500.00	\$ 69,310.00	\$ 7,717.00	\$ (61,593.00)	\$ -88.87%		
4420-10-000	Maintenance Paper/Supplies	\$ 6.99	\$ 39.40	\$ 10.48	\$ 500.00	\$ 1,000.00	\$ 1,000.00	\$ -	\$ 0.00%		
4420-11-000	Maint. Building Rent	\$ 136,847.70	\$ 135,168.00	\$ 135,168.00	\$ 135,168.00	\$ 148,968.00	\$ 150,500.00	\$ 1,532.00	\$ 1.03%		
4420-12-000	Supplies - HVAC	\$ 9,155.00	\$ 404.86	\$ -	\$ 500.00	\$ -	\$ -	\$ -	\$ 0.00%		
4430-01-000	Contract-Alarm/Extinguisher	\$ 4,564.15	\$ 2,003.02	\$ 3,460.73	\$ 4,550.00	\$ 7,497.00	\$ 4,460.68	\$ (3,036.32)	\$ -40.50%		
4430-02-000	Contract-Appliance	\$ 550.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0.00%		
4430-03-000	Contract-Building Repairs	\$ 18,751.25	\$ 486,993.00	\$ 15,310.00	\$ 15,000.00	\$ 42,000.00	\$ 18,200.00	\$ (23,800.00)	\$ -56.67%		
4430-04-000	Contract-Carpet Cleaning	\$ 2,727.75	\$ 4,512.03	\$ 1,139.94	\$ 600.00	\$ 3,000.00	\$ 3,000.00	\$ -	\$ 0.00%		
4430-05-000	Contract-Decorating/Painting	\$ 8,850.00	\$ -	\$ 35,815.00	\$ 30,000.00	\$ 39,800.00	\$ 15,876.00	\$ (23,924.00)	\$ -60.11%		
4430-06-000	Contract-Electrical	\$ 5,709.50	\$ 7,798.00	\$ 37,404.00	\$ 38,500.00	\$ 5,000.00	\$ 6,090.00	\$ 1,090.00	\$ 21.80%		
4430-07-000	Contract-Pest Control	\$ 4,932.00	\$ 13,557.00	\$ 9,392.75	\$ 10,150.00	\$ 10,470.00	\$ 11,570.00	\$ 1,100.00	\$ 10.51%		
4430-08-000	Contract-Floor Covering	\$ 11,982.18	\$ 11,164.13	\$ 47,741.22	\$ 28,500.00	\$ 142,000.00	\$ 45,000.00	\$ (97,000.00)	\$ -68.31%		
4430-09-000	Contract-Grounds	\$ 150,552.53	\$ 163,410.37	\$ 275,139.22	\$ 270,550.00	\$ 170,579.00	\$ 112,756.00	\$ (57,823.00)	\$ -33.90%		
4430-10-000	Contract-Janitorial/Cleaning	\$ -	\$ -	\$ -	\$ -	\$ 6,000.00	\$ 10,700.00	\$ 4,700.00	\$ 78.33%		
4430-11-000	Contract-Plumbing	\$ 6,796.00	\$ 64,726.54	\$ 71,049.29	\$ 64,500.00	\$ 13,500.00	\$ 33,000.00	\$ 19,500.00	\$ 144.44%		
4430-12-000	Contract-Window/Door	\$ 6,560.17	\$ 12,286.92	\$ 11,281.13	\$ 9,500.00	\$ 11,500.00	\$ 5,500.00	\$ (6,000.00)	\$ -52.17%		
4430-13-000	Contract-HVAC	\$ 23,640.00	\$ 19,286.00	\$ 86,818.76	\$ 51,466.01	\$ 44,500.00	\$ 69,825.00	\$ 25,325.00	\$ 56.91%		
4430-14-000	Contract-Vehicle Maintenance	\$ 5,233.97	\$ 7,215.54	\$ 7,019.81	\$ 8,750.00	\$ 8,000.00	\$ 11,100.00	\$ 3,100.00	\$ 38.75%		
4430-15-000	Contract-Equipment Rental	\$ -	\$ 6,041.85	\$ 2,599.52	\$ 500.00	\$ -	\$ -	\$ -	\$ 0.00%		
4430-16-000	Contract-Maintenance Consultants	\$ -	\$ 364.23	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0.00%		

Account	Account Name	FY 22/23 Actuals	FY 23/24 Actuals	FY 24/25 Projected				FY 25/26 Proposed	FY 26/27 Proposed	Increase / (Decrease)	Change %
				Actuals	FY 24/25 Budget						
4430-18-000	Contract-Alarm Monitoring	\$ 2,355.27	\$ 3,936.26	\$ 6,740.94	\$ 5,500.00	\$ 6,065.00	\$ 4,620.00	\$ (1,445.00)	-23.83%		
4430-19-000	Contract-Sprinkler Monitoring	\$ -	\$ 6,310.00	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%		
4430-20-000	Contract Equipment Maint.	\$ 4,220.96	\$ 958.79	\$ 14,378.22	\$ 15,000.00	\$ 5,000.00	\$ 9,550.00	\$ 4,550.00	91.00%		
4430-22-000	Contract-IT Contracts	\$ 32,983.79	\$ 35,734.00	\$ 42,436.42	\$ 46,000.00	\$ 48,500.00	\$ 44,774.00	\$ (3,726.00)	-7.68%		
4430-23-000	Contract-Consultants	\$ 28,584.97	\$ 83,421.87	\$ 2,840.00	\$ -	\$ -	\$ -	\$ -	0.00%		
4430-90-000	Contract-Fee For Service	\$ 5,276.27	\$ 4,784.74	\$ 344.78	\$ -	\$ 1,790.00	\$ 1,155.00	\$ (635.00)	-35.47%		
4430-99-000	Contract Costs-Cap Improvement	\$ 679.96	\$ -	\$ -	\$ 4,642,472.00	\$ 5,624,630.00	\$ 4,797,383.00	\$ (827,247.00)	-14.71%		
4431-00-000	Extraordinary Maintenance	\$ -	\$ -	\$ 36,750.00	\$ 73,000.00	\$ -	\$ -	\$ -	0.00%		
4510-00-000	Insurance	\$ 10,068.51	\$ 2,593.54	\$ 911.34	\$ 1,000.00	\$ 1,200.00	\$ 1,200.00	\$ -	0.00%		
4510-10-000	Property Insurance	\$ 103,804.75	\$ 121,977.51	\$ 171,946.19	\$ 173,300.00	\$ 164,895.00	\$ 154,144.16	\$ (10,750.84)	-6.52%		
4510-20-000	Liability Insurance	\$ 31,861.00	\$ 31,813.98	\$ 28,790.79	\$ 30,000.00	\$ 26,754.00	\$ 29,360.80	\$ 2,606.80	9.74%		
4510-30-000	Auto Insurance	\$ 11,627.01	\$ 9,584.05	\$ 8,876.04	\$ 11,494.00	\$ 9,308.00	\$ 10,290.15	\$ 982.15	10.55%		
4510-40-000	Workers Comp Insurance	\$ 48,003.96	\$ 53,803.08	\$ 44,754.98	\$ 48,780.00	\$ 46,559.00	\$ 51,533.00	\$ 4,974.00	10.68%		
4510-50-000	SUI-Admin.	\$ -	\$ 3,730.54	\$ 2,436.95	\$ 3,600.00	\$ 4,272.00	\$ 4,504.00	\$ 232.00	5.43%		
4510-51-000	SUI-Tenant Svcs.	\$ -	\$ 3,613.59	\$ 2,131.20	\$ 4,100.00	\$ 4,957.00	\$ 6,109.50	\$ 1,152.50	23.25%		
4510-52-000	SUI-Mtce.	\$ -	\$ 3,123.37	\$ 3,975.03	\$ 5,000.00	\$ 4,044.00	\$ 4,713.71	\$ 669.71	16.56%		
4510-60-000	Medicare-Admin.	\$ 7,658.01	\$ 5,473.72	\$ 7,972.56	\$ 6,300.00	\$ 6,196.00	\$ 6,530.00	\$ 334.00	5.39%		
4510-61-000	Medicare-Tenant Svcs.	\$ 2,551.22	\$ 5,016.14	\$ 6,226.58	\$ 6,186.00	\$ 8,536.00	\$ 8,129.31	\$ (406.69)	-4.76%		
4510-62-000	Medicare-Mtce.	\$ 3,180.69	\$ 5,272.48	\$ 5,139.59	\$ 5,400.00	\$ 6,587.00	\$ 6,835.78	\$ 248.78	3.78%		
4521-00-000	Misc. Taxes/Licenses/Insurance	\$ 2,740.79	\$ 201.75	\$ -	\$ -	\$ -	\$ 1,000.00	\$ 1,000.00	0.00%		
4570-00-000	Bad Debt-Tenant Rents	\$ 572.18	\$ 16,203.26	\$ 8,934.16	\$ 13,000.00	\$ 5,500.00	\$ 4,300.00	\$ (1,200.00)	-21.82%		
4570-01-000	Bad Debt-Other	\$ 20.06	\$ 1,653.84	\$ 2,930.05	\$ 7,000.00	\$ 2,500.00	\$ 1,600.00	\$ (900.00)	-36.00%		
4580-00-000	Security/Law Enforcement	\$ 66,459.73	\$ 82,494.24	\$ 152,276.22	\$ 156,000.00	\$ 135,000.00	\$ 156,300.00	\$ 21,300.00	15.78%		
4585-00-000	Port-In HAP Expense	\$ -	\$ 2,218.00	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%		
4590-00-000	Other General Expense	\$ 53,238.66	\$ 3,022.73	\$ -	\$ -	\$ -	\$ 1,500.00	\$ 1,500.00	0.00%		
4701-03-000	Bad Debt Recovery	\$ (49.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%		
4715-00-000	Housing Assistance Payments	\$ 5,031,941.28	\$ 5,566,918.00	\$ 6,284,596.90	\$ 6,454,490.00	\$ 6,142,271.00	\$ 6,257,589.00	\$ 115,318.00	1.88%		
4715-01-000	Tenant Utility Payments-Voucher	\$ 4,696.31	\$ 7,737.00	\$ 17,088.67	\$ -	\$ 17,700.00	\$ 13,500.00	\$ (4,200.00)	-23.73%		
4715-01-001	Tenant Utility Payments-Public Housing	\$ 32,118.61	\$ (863.53)	\$ 1,647.00	\$ 2,500.00	\$ 5,000.00	\$ 6,030.00	\$ 1,030.00	20.60%		
4715-02-000	Port Out HAP Payments	\$ 51,332.00	\$ 63,163.00	\$ 534,407.00	\$ -	\$ 419,646.00	\$ 436,420.00	\$ 16,774.00	4.00%		
4715-05-100	Security Deposit Assistance EHV	\$ 8,060.00	\$ 1,399.00	\$ 2,019.00	\$ -	\$ -	\$ -	\$ -	0.00%		
4715-06-000	FSS Escrow Payments	\$ 76,138.00	\$ 77,492.87	\$ 61,193.01	\$ 47,500.00	\$ 83,000.00	\$ 57,000.00	\$ (26,000.00)	-31.33%		
4715-07-000	Homeownership	\$ 1,774.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%		
4715-08-000	VASH	\$ 24,836.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%		
4715-09-000	Family Unification	\$ 15,692.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%		
4851-00-000	Interest Expense-C.B.B Loan	\$ -	\$ 109,885.31	\$ 103,886.90	\$ 105,000.00	\$ 102,000.00	\$ 102,000.00	\$ -	0.00%		
4852-00-000	C.B.B Principal Expense	\$ -	\$ 133,575.29	\$ 129,106.71	\$ 127,995.00	\$ 130,995.00	\$ 130,995.00	\$ -	0.00%		
4853-00-000	USDA Loan #6 Interest expense	\$ 17.91	\$ 197.88	\$ 156.32	\$ -	\$ 161.00	\$ 161.00	\$ -	0.00%		
4853-01-000	USDA Loan #7 Interest Expense	\$ 52.69	\$ 601.26	\$ 496.11	\$ -	\$ 527.00	\$ 527.00	\$ -	0.00%		
4853-02-000	USDA Loan #8 Interest Expense	\$ (82.85)	\$ 1,017.62	\$ 925.41	\$ -	\$ 909.00	\$ 909.00	\$ -	0.00%		
4854-00-000	USDA Loan #6 Principal Expense	\$ 1,768.77	\$ 2,865.00	\$ 2,893.17	\$ -	\$ 2,903.00	\$ 2,903.00	\$ -	0.00%		
4854-01-000	USDA Loan #7 Principal Expense	\$ 3,643.45	\$ 5,734.98	\$ 5,796.23	\$ -	\$ 5,810.00	\$ 5,810.00	\$ -	0.00%		
4854-02-000	USDA Loan #8 Principal Expense	\$ 6,009.51	\$ 9,436.78	\$ 9,528.99	\$ -	\$ 9,546.00	\$ 9,546.00	\$ -	0.00%		
4855-00-000	Interest Expense-Mortgage Payable	\$ 129,856.86	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%		

Account	Account Name	FY 22/23 Actuals	FY 23/24 Actuals	FY 24/25 Projected			FY 25/26 Proposed	FY 26/27 Proposed	Increase / (Decrease)	Change %
				Actuals	FY 24/25 Budget					
4856-00-000	W.F. Debt Prin. Expense	\$ 124,778.65	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	0.00%
4857-00-000	Debt Prin Expense	\$ 23,824.00	\$ 4,540.59	\$ 4,541.00	\$ 4,541.00		\$ 4,541.00	\$ 4,541.00	\$ -	0.00%
5210-00-000	Transfers OUT(Reserve)	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ 53,693.28		\$ 149,154.00	\$ 146,702.00	\$ (2,452.00)	-1.64%
8000-00-000	TOTAL EXPENSES	\$ 9,742,663.86	\$ 11,080,942.15	\$ 12,304,290.52	\$ 16,593,249.77		\$ 17,949,024.00	\$ 17,148,351.23	\$ (800,673.77)	-4.46%

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**HOUSING AUTHORITY OF THE CITY OF MADERA
BUDGET PROGRAM SUMMARY NOTES**

Account	Account Name	Increase / (Decrease) FYE Budget 2026 to 2027	Notes
3111-00-000	Tenant Rent	3,989	Anticipated increase due to projected FYE 2026 actuals
3112-02-000	Rental Assistance	(3,988)	Anticipated decrease due to projected FYE 2026 actuals
3112-04-000	Utility Reimbursement Recovery -PHA	-	
3112-07-000	Non-Dwelling Rent	23,025	Due to 10% increase in intra rental for program offices.
3113-00-000	Less: Vacancies	-	
3120-01-000	Laundry and Vending	-	
3120-02-000	Cleaning Fee	(500)	Anticipated decrease due to projected FYE 2026 actuals
3120-03-000	Damages	-	
3120-04-000	Late Charges	100	Anticipated increase due to projected FYE 2026 actuals
3120-06-000	NSF Charges	-	
3120-07-000	Tenant Owed Utilities	-	
3120-09-000	Misc.Tenant Income	-	
3120-10-000	HAP Agreement Expense Recovery	-	
3401-00-000	HUD PHA Operating Grants/Subsidy	(218,817)	HUD funding - based on proposed HUD funding estimate.
3410-01-000	Section 8 HAP Earned	23,351	Based on FYE 2026 Actuals
3410-02-000	Section 8 Admin. Fee Income	(47,558)	Anticipated decrease due to projected FYE 2026 actuals
3410-03-000	Section 8 FSS Grant Income	23,099	Anticipated increase due to projected FYE 2026 actuals
3410-04-000	Port-In Admin Fees Earned	2,921	Anticipated increase due to projected FYE 2026 actuals
3410-06-000	Port In HAP Earned	60,563	Anticipated increase due to projected FYE 2026 actuals
3410-07-000	OMS-Migrant PFS Subsidy	17,696	OMS Grant - based on the 2-year Budget approved by OMS.
3410-08-000	Subsidies	-	
3410-09-000	FML Subsidy	-	
3415-00-000	Other Government Grants	-	
3420-00-000	Capital Fund Grants	(2,485,944.00)	FYE 2026 CFP drawdown; and CFP forfeited grant; and anticipated increase in grant
3610-00-000	Investment Income - Unrestricted	-	
3612-00-000	Interest Income	65,059	Anticipated increase due to projected FYE 2026 actuals
3620-00-000	Management Fee Income	-	
3645-00-000	FSS Inc.Forfeit	(15,742)	No anticipated disbursements for FYE 2027
3650-00-000	Miscellaneous Other Income	2,200	Anticipated increase due to projected FYE 2026 actuals
3660-00-000	Transfers IN (Reserve)	1,747,196	Anticipated increase due to projected FYE 2026 actuals
3699-03-000	PG&E CAPMC/MACE	-	
3999-00-000	TOTAL REVENUES	(803,350)	

Account	Account Name	Increase / (Decrease)	Notes
4110-00-000	Administrative Salaries	18,044	Anticipated increase due to merit increase.
4110-01-000	Administrative Rent Free Unit	-	
4110-04-000	Employee Benefit Contribution - Admin	20,421	Anticipated increase due to increase in plan premium.
4110-05-000	Retirement-admin.	9,138	Anticipated increase as the result of increase salary.
4110-06-000	Benefit Credits-Admin.	-	
4110-07-000	Insight EAP-Admin.	-	
4110-08-000	ICMA Admin Benefits.	1,451	Anticipated increase as the result of increase salary.
4110-09-000	SUI Expense	(920)	Prior budget had SUI in two different places. Deleting this line item.
4110-10-000	Meals and Entertainment	-	
4110-11-000	PERS Benefits	-	
4110-12-000	Standard Life	-	
4130-02-000	Criminal Background Checks	(193)	Anticipated decrease due to projected FYE 2026 actuals
4130-03-000	Tenant Screening	(100)	Anticipated decrease due to projected FYE 2026 actuals
4130-04-000	General Legal Expense	(28,720)	Anticipated decrease based on completed case/s.
4140-00-000	Staff Training	3,050	Anticipated increase based on future training list submitted.
4150-00-000	Travel	21,200	Anticipated increase based on future training list submitted.
4170-00-000	Accounting Fees	1,267	Anticipated increase due to projected FYE 2026 actuals
4171-00-000	Auditing Fees	2,516	Anticipated increase due to projected FYE 2026 actuals
4172-00-000	Port Out Admin Fee Paid	(2,000)	Anticipated increase due to projected FYE 2026 actuals
4173-00-000	Management Fee	1,609	Anticipated increase due to projected FYE 2026 actuals
4180-00-000	Office Rent	8,129	Anticipated increase due to projected FYE 2026 actuals
4182-00-000	Consultants	(1,670)	Anticipated decrease due to projected FYE 2026 actuals
4190-01-000	Membership and Fees	900	Anticipated increase due to projected FYE 2026 actuals
4190-02-000	Publications	-	
4190-03-000	Advertising	355	Anticipated increase due to projected FYE 2026 actuals
4190-04-000	Office Supplies	(1,429)	Anticipated decrease due to projected FYE 2026 actuals
4190-06-000	Computer Parts	-	
4190-07-000	Telephone	2,294	Anticipated increase due to projected FYE 2026 actuals
4190-08-000	Postage	(3,041)	Anticipated decrease due to projected FYE 2026 actuals
4190-09-000	Software Lisense Fees	(22,681)	Anticipated decrease due to projected FYE 2026 actuals
4190-10-000	Copiers	461	Anticipated increase due to projected FYE 2026 actuals
4190-11-000	Printer Supplies	-	
4190-12-000	Software	-	
4190-13-000	Internet	12,397	Anticipated increase due to projected FYE 2026 actuals
4190-15-000	Cell Phones/Pagers	(979)	Anticipated increase due to projected FYE 2026 actuals
4190-17-000	Temporary Administrative Labor	-	
4190-18-000	Small Office Equipment	-	
4190-22-000	Other Misc Admin Expenses	2,138	Anticipated increase due to projected FYE 2026 actuals

Account	Account Name	Increase / (Decrease)	Notes
4210-00-000	Tenant Services Salaries	22323	Anticipated increase due to merit increase.
4210-01-000	Employee Benefit Contribution - Tenant S	22,027	Anticipated increase as the result of increase salary.
4210-02-000	Retirement-Tenant Svcs.	10,221	Anticipated increase as the result of increase salary.
4210-03-000	Benefit Credits-Tenant Svcs.	-	
4210-04-000	Insight EAP-Tenant Svcs.	-	
4210-05-000	ICMA Tenant Ser. Benefit	1,406	Anticipated increase as the result of increase salary.
4212-00-000	Tenant Services Travel/Training	(5,500)	Anticipated decrease due to projected FYE 2026 actuals
4220-00-000	Resident Council	-	
4220-01-000	Other Tenant Svcs.	(4,000)	Anticipated decrease due to projected FYE 2026 actuals
4230-00-000	Tenant Services Contract Costs	-	
4230-01-000	Tenant Relocation	6,748	Anticipated increase due to projected FYE 2026 actuals
4310-00-000	Water	(12,944)	Anticipated decrease due to projected FYE 2026 actuals
4310-01-000	Water System Exp Maintaining	15,980	Anticipated increase due to projected FYE 2026 actuals
4320-00-000	Electricity	34,166	Anticipated increase due to projected FYE 2026 actuals
4320-01-000	Electricity-Vacant Units	-	
4330-00-000	Gas	2,571	Anticipated increase due to projected FYE 2026 actuals
4330-01-000	Gas-Vacant Units	-	
4332-00-000	Heating Oil	-	
4340-00-000	Garbage/Trash Removal	29,795	Anticipated increase due to projected FYE 2026 actuals
4390-00-000	Sewer	37,416	Anticipated increase due to projected FYE 2026 actuals
4410-00-000	Maintenance Salaries	7,811	Anticipated increase due to merit increase.
4410-05-000	Employee Benefit Contribution - Mainten	6,553	Anticipated increase as the result of increase salary.
4410-06-000	Retirement-Maint.	7,822	Anticipated increase as the result of increase salary.
4410-07-000	Benefit Credits-Maint.	-	
4410-08-000	Insight EAP-Maint.	-	
4410-09-000	ICMA Mtce. Benefits	1,079	Anticipated increase as the result of increase salary.
4411-00-000	Maintenance Uniforms	(230)	Anticipated decrease due to projected FYE 2026 actuals
4413-00-000	Vehicle Gas, Oil, Grease	1,210	Anticipated increase due to projected FYE 2026 actuals
4420-01-000	Supplies-Grounds	(11,150)	Anticipated decrease due to capitalization of some activities
4420-02-000	Supplies-Appliance	(60,422)	Anticipated decrease due to capitalization of some activities
4420-03-000	Supplies-Decorating	-	
4420-04-000	Supplies-Electrical	2,720	Anticipated increase due to projected FYE 2026 actuals
4420-05-000	Supplies-Exterminating	-	
4420-06-000	Supplies-Janitorial/Cleaning	(355)	Anticipated decrease due to projected FYE 2026 actuals
4420-07-000	Supplies-Maint/Repairs	(39,938)	Anticipated decrease due to capitalization of some activities
4420-08-000	Supplies-Plumbing	3,500	Anticipated increase due to projected FYE 2026 actuals
4420-09-000	Tools and Equipment	(61,593)	Anticipated decrease due to capitalization of some activities
4420-10-000	Maintenance Paper/Supplies	-	

Account	Account Name	Increase / (Decrease)	Notes
4420-11-000	Maint. Building Rent	1,532	Anticipated increase due to 10% increase in intra rental for program offices.
4420-12-000	Supplies - HVAC	-	
4430-01-000	Contract-Alarm/Extinguisher	(3,036)	Anticipated decrease due to capitalization of some activities from FYE 2026 Actuals
4430-02-000	Contract-Appliance	-	
4430-03-000	Contract-Building Repairs	(23,800)	Anticipated decrease due to capitalization of some activities from FYE 2026 Actuals
4430-04-000	Contract-Carpet Cleaning	-	
4430-05-000	Contract-Decorating/Painting	(23,924)	Anticipated decrease due to capitalization of some activities from FYE 2026 Actuals
4430-06-000	Contract-Electrical	1,090	Anticipated increase due to projected FYE 2026 actuals
4430-07-000	Contract-Pest Control	1,100	Anticipated increase due to projected FYE 2026 actuals
4430-08-000	Contract-Floor Covering	(97,000)	Anticipated decrease due to capitalization of some activities from FYE 2026 Actuals
4430-09-000	Contract-Grounds	(57,823)	Anticipated decrease due to capitalization of some activities from FYE 2026 Actuals
4430-10-000	Contract-Janitorial/Cleaning	4,700	Anticipated increase due to projected FYE 2026 actuals
4430-11-000	Contract-Plumbing	19,500	Anticipated increase due to projected FYE 2026 actuals
4430-12-000	Contract-Window/Door	(6,000)	Anticipated decrease due to capitalization of some activities from FYE 2026 Actuals
4430-13-000	Contract-HVAC	25,325	Anticipated increase due to projected FYE 2026 actuals
4430-14-000	Contract-Vehicle Maintenance	3,100	Anticipated increase due to projected FYE 2026 actuals
4430-15-000	Contract-Equipment Rental	-	
4430-16-000	Contract-Maintenance Consultants	-	
4430-18-000	Contract-Alarm Monitoring	(1,445)	Anticipated decrease due to projected FYE 2026 actuals
4430-19-000	Contract-Sprinkler Monitoring	-	
4430-20-000	Contract Equipment Maint.	4,550	Anticipated increase due to projected FYE 2026 actuals
4430-22-000	Contract-IT Contracts	(3,726)	Anticipated decrease due to projected FYE 2026 actuals
4430-23-000	Contract-Consultants	-	
4430-90-000	Contract-Fee For Service	(635)	Anticipated decrease due to projected FYE 2026 actuals
4430-99-000	Contract Costs-Cap Improvement	(827,247)	Anticipated decrease due to capitalization of some activities from FYE 2026 Actuals
4431-00-000	Extraordinary Maintenance	-	
4510-00-000	Insurance	-	
4510-10-000	Property Insurance	(10,751)	Anticipated decrease due to projected FYE 2026 actuals
4510-20-000	Liability Insurance	2,607	Anticipated increase due to projected FYE 2026 actuals
4510-30-000	Auto Insurance	982	Anticipated increase due to projected FYE 2026 actuals
4510-40-000	Workers Comp Insurance	4,974	Anticipated increase due to projected FYE 2026 actuals
4510-50-000	SUI-Admin.	232	Anticipated increase due to projected FYE 2026 actuals
4510-51-000	SUI-Tenant Svcs.	1,153	Anticipated increase due to projected FYE 2026 actuals
4510-52-000	SUI-Mtce.	670	Anticipated increase due to projected FYE 2026 actuals
4510-60-000	Medicare-Admin.	334	Anticipated increase due to projected FYE 2026 actuals
4510-61-000	Medicare-Tenant Svcs.	(407)	Anticipated increase due to projected FYE 2026 actuals
4510-62-000	Medicare-Mtce.	249	Anticipated increase due to projected FYE 2026 actuals
4521-00-000	Misc. Taxes/Licenses/Insurance	1,000	Anticipated increase due to projected FYE 2026 actuals

Account	Account Name	Increase / (Decrease)	Notes
4570-00-000	Bad Debt-Tenant Rents	(1,200)	Anticipated decrease due to projected FYE 2026 actuals
4570-01-000	Bad Debt-Other	(900)	Anticipated decrease due to projected FYE 2026 actuals
4580-00-000	Security/Law Enforcement	21,300	Anticipated increase due to projected FYE 2026 actuals
4585-00-000	Port-In HAP Expense	-	
4590-00-000	Other General Expense	1,500	Anticipated increase due to projected FYE 2026 actuals
4701-03-000	Bad Debt Recovery	-	
4715-00-000	Housing Assistance Payments	115,318	Anticipated increase due to projected FYE 2026 actuals
4715-01-000	Tenant Utility Payments-Voucher	(4,200)	Anticipated decrease due to projected FYE 2026 actuals
4715-01-001	Tenant Utility Payments-Public Housing	1,030	Anticipated increase due to projected FYE 2026 actuals
4715-02-000	Port Out HAP Payments	16,774	Anticipated increase due to projected FYE 2026 actuals
4715-05-100	Security Deposit Assistance EHV	-	Anticipated increase due to projected FYE 2026 actuals
4715-06-000	FSS Escrow Payments	(26,000)	Anticipated decrease due to projected FYE 2026 actuals
4715-07-000	Homeownership	-	
4715-08-000	VASH	-	
4715-09-000	Family Unification	-	
4851-00-000	Interest Expense-C.B.B Loan	-	
4852-00-000	C.B.B Principal Expense	-	
4853-00-000	USDA Loan #6 Interest expense	-	
4853-01-000	USDA Loan #7 Interest Expense	-	
4853-02-000	USDA Loan #8 Interest Expense	-	
4854-00-000	USDA Loan #6 Principal Expense	-	
4854-01-000	USDA Loan #7 Principal Expense	-	
4854-02-000	USDA Loan #8 Principal Expense	-	
4855-00-000	Interest Expense-Mortgage Payable	-	
4856-00-000	W.F. Debt Prin. Expense	-	
4857-00-000	Debt Prin Expense	-	
5210-00-000	Transfers OUT(Reserve)	(2,452)	Anticipated decrease due to projected FYE 2026 actuals
8000-00-000	TOTAL EXPENSES	(800,674)	

Categorical Expense Total by Fund

Program Fund	Expense Category		FY 25/26 Proposed	FY 26/27 Proposed	% Change
Captail Fund	Maintenance & Contracts	\$	5,624,630.00	\$ 4,797,383.00	(0.15)
Captail Fund	Total Expenses	\$	5,624,630.00	\$ 4,797,383.00	(0.15)
RevFund	Administrative	\$	237,415.00	\$ 246,919.00	0.04
RevFund	Tenant Services	\$	69,658.00	\$ 80,380.00	0.15
RevFund	Utilities	\$	17,088.00	\$ 11,856.00	(0.31)
RevFund	Maintenance & Contracts	\$	54,499.00	\$ 61,745.68	0.13
RevFund	Insurance, Taxes & Security	\$	12,134.00	\$ 26,021.61	1.14
RevFund	Transfers Out	\$	-	\$ 26,702.00	1.00
RevFund	Total Expenses	\$	390,794.00	\$ 453,624.29	0.16
HCV	Administrative	\$	303,720.00	\$ 316,521.00	0.04
HCV	Tenant Services	\$	335,895.00	\$ 338,654.00	0.01
HCV	Utilities	\$	8,975.00	\$ 10,374.00	0.16
HCV	Maintenance & Contracts	\$	13,735.00	\$ 14,511.00	0.06
HCV	Insurance, Taxes & Security	\$	61,181.00	\$ 61,212.00	0.00
HCV	Housing Assistance & Bad Det	\$	6,581,460.00	\$ 6,742,509.00	0.02
HCV	Total Expenses	\$	7,304,966.00	\$ 7,483,781.00	0.02
EHV	Administrative	\$	5,001.00	\$ -	(1.00)
EHV	Housing Assistance & Bad Det	\$	53,157.00	\$ -	(1.00)
EHV	Total Expenses	\$	58,158.00	\$ -	(1.00)
PH	Administrative	\$	434,553.00	\$ 470,473.00	0.08
PH	Tenant Services	\$	345,220.00	\$ 356,501.00	0.03
PH	Utilities	\$	411,500.00	\$ 477,700.00	0.16
PH	Maintenance & Contracts	\$	1,171,241.00	\$ 864,318.32	(0.26)
PH	Insurance, Taxes & Security	\$	226,560.00	\$ 239,539.00	0.06
PH	Housing Assistance & Bad Det	\$	33,000.00	\$ 28,030.00	(0.15)
PH	Transfers Out	\$	6,972.00	\$ 4,643.00	(0.33)
PH	Total Expenses	\$	2,629,046.00	\$ 2,441,204.32	(0.07)
FML	Administrative	\$	171,679.00	\$ 176,369.00	0.03
FML	Tenant Services	\$	95,996.00	\$ 99,183.00	0.03
FML	Utilities	\$	193,490.00	\$ 202,607.00	0.05
FML	Maintenance & Contracts	\$	465,161.00	\$ 469,997.00	0.01
FML	Insurance, Taxes & Security	\$	98,597.00	\$ 87,811.00	(0.11)
FML	Interest & Debt	\$	252,851.00	\$ 252,851.00	-
FML	Transfers Out	\$	85,869.00	\$ 85,000.00	(0.01)
FML	Total Expenses	\$	1,363,643.00	\$ 1,373,818.00	0.01
FSS	Tenant Services	\$	63,459.00	\$ 93,179.17	0.47
FSS	Insurance, Taxes & Security	\$	1,611.00	\$ 2,170.00	0.35
FSS	Total Expenses	\$	65,070.00	\$ 95,349.17	0.47

Program Fund	Expense Category		FY 25/26 Proposed	FY 26/27 Proposed	% Change
FSS Forfeit	Administrative	\$	2,900.00	\$ -	(1.00)
FSS Forfeit	Tenant Services	\$	5,500.00	\$ -	(1.00)
FSS Forfeit	Transfers Out	\$	7,342.00	\$ -	(1.00)
FSS Forfeit	Total Expenses	\$	15,742.00	\$ -	(1.00)
Pomona	Administrative	\$	104,702.00	\$ 97,625.00	(0.07)
Pomona	Tenant Services	\$	96,542.00	\$ 100,253.72	0.04
Pomona	Utilities	\$	70,300.00	\$ 105,800.00	0.50
Pomona	Maintenance & Contracts	\$	134,392.00	\$ 128,970.93	(0.04)
Pomona	Insurance, Taxes & Security	\$	26,047.00	\$ 31,000.80	0.19
Pomona	Interest & Debt	\$	4,541.00	\$ 4,541.00	-
Pomona	Transfers Out	\$	48,971.00	\$ 35,000.00	(0.29)
Pomona	Total Expenses	\$	485,495.00	\$ 503,191.45	0.04

Revolving Fund Proposed Budget

Account	Account Name	FY 22/23 Actuals	FY 23/24 Actuals	FY 24/25 Projected Actuals	FY 24/25 Budget	FY 25/26 Proposed	FY 26/27 Proposed
REVENUES							
3112-07-000	Non-Dwelling Rent	170,102	173,003	199,580	199,580	230,256	253,281
3610-00-000	Investment Income - Unrestricted		3,269	4,909	3,977	4,997	4,997
3612-00-000	Interest Income	70,353	148,354	173,671	154,973	115,000	149,805
3620-00-000	Management Fee Income	32,376	46,937	38,970	38,970	40,541	40,541
3650-00-000	Miscellaneous Other Income	-	-	768	-	4,300	5,000
3999-00-000	TOTAL REVENUES	\$ 272,831	\$ 371,563	\$ 417,898	\$ 397,500	\$ 395,094	\$ 453,624
EXPENSES							
4110-00-000	Administrative Salaries	81,758	74,885	54,518	58,500	103,392	108,481
4110-01-000	Administrative Rent Free Unit	-	2,103	-	-	-	-
4110-04-000	Employee Benefit Contribution - Admin	13,700	7,781	9,213	12,000	14,190	19,264
4110-05-000	Retirement-admin.	4,544	22,909	25,112	25,000	38,369	40,078
4110-06-000	Benefit Credits-Admin.	8,936	2,692	-	-	-	-
4110-07-000	Insight EAP-Admin.	22	50	-	-	-	-
4110-08-000	ICMA Admin Benefits.	3,038	3,470	3,248	6,000	6,514	6,834
4110-09-000	SUI Expense	278	26	100	150	160	-
4110-10-000	Meals and Entertainment	1,228	-	-	-	-	-
4110-11-000	PERS Benefits	75,521	18,432	-	-	-	-
4110-12-000	Standard Life	354	-	-	-	-	-
4130-02-000	Criminal Background Checks	174	206	207	250	240	240
4130-04-000	General Legal Expense	14,712	14,015	20,207	20,000	15,600	9,600
4140-00-000	Staff Training	910	1,839	2,000	1,700	2,400	3,120
4150-00-000	Travel	976	2,405	1,600	1,700	2,400	7,680
4170-00-000	Accounting Fees	4,055	50,843	2,439	3,100	4,800	4,800
4171-00-000	Auditing Fees	467	7,145	4,216	5,115	7,440	7,440
4180-00-000	Office Rent	18,400	9,200	-	-	-	-
4182-00-000	Consultants	8,969	6,638	5,046	6,000	2,880	3,150
4190-01-000	Membership and Fees	485	1,159	750	1,050	1,542	3,240
4190-02-000	Publications	-	-	-	-	-	-
4190-03-000	Advertising	659	922	35	250	240	240
4190-04-000	Office Supplies	1,881	1,061	3,400	3,500	2,880	2,880
4190-06-000	Computer Parts	3,057	102	14	-	-	-
4190-07-000	Telephone	3,008	1,380	706	1,000	576	1,440
4190-08-000	Postage	1,545	1,722	2,359	2,500	2,928	2,600
4190-09-000	Software Lisenze Fees	506	3,210	9,889	10,000	13,120	9,856
4190-10-000	Copiers	3,121	3,170	3,686	3,750	4,960	5,400
4190-11-000	Printer Supplies	3	1	-	-	-	-
4190-12-000	Software	-	10	152	-	-	-
4190-13-000	Internet	381	622	1,858	2,000	3,120	4,896
4190-15-000	Cell Phones/Pagers	573	1,468	1,181	1,250	1,440	1,600
4190-17-000	Temporary Administrative Labor	2,818	17,472	8,224	8,224	-	-
4190-18-000	Small Office Equipment	3	-	1,241	1,250	-	-
4190-22-000	Other Misc Admin Expenses	5,154	6,962	950	1,000	12,524	4,080
4210-00-000	Tenant Services Salaries	7,276	10,735	38,600	22,500	44,719	46,018
4210-01-000	Employee Benefit Contribution - Tenant Svs.	12,470	2,499	9,590	3,000	6,488	14,989
4210-02-000	Retirement-Tenant Svcs.	1,250	5,487	16,472	6,000	15,634	16,474
4210-03-000	Benefit Credits-Tenant Svcs.	686	-	-	-	-	-
4210-04-000	Insight EAP-Tenant Svcs.	4	-	-	-	-	-
4210-05-000	ICMA Tenant Ser. Benefit	452	791	2,575	1,000	2,817	2,899
4212-00-000	Tenant Services Travel/Training	-	-	525	-	-	-
4220-00-000	Resident Council	-	-	49	-	-	-

4220-01-000	Other Tenant Svcs.	-	-	51	-	-	-
4230-00-000	Tenant Services Contract Costs	-	162	-	-	-	-
4310-00-000	Water	80	395	239	200	528	528
4320-00-000	Electricity	2,825	5,712	4,817	4,800	7,560	7,560
4330-00-000	Gas	575	106	291	300	1,100	1,464
4340-00-000	Garbage/Trash	664	1,065	1,765	1,700	4,300	1,440
4390-00-000	Sewer	118	171	457	500	3,600	864
4410-00-000	Maintenance Salaries	7,204	6,750	14,337	14,500	22,306	23,109
4410-05-000	Employee Benefit Contribution - Maintenance	1,488	501	3,666	2,000	6,661	6,994
4410-06-000	Retirement-Maint.	33	943	3,606	2,000	9,213	9,532
4410-08-000	Insight EAP-Maint.	5	-	-	-	-	-
4410-09-000	ICMA Mtce. Benefits	-	425	1,080	2,000	1,405	1,456
4411-00-000	Maintenance Uniforms	293	490	228	250	100	510
4413-00-000	Vehicle Gas, Oil, Grease	361	266	640	750	600	1,250
4420-01-000	Supplies-Grounds	-	134	7	-	500	500
4420-02-000	Supplies-Appliance	247	54	293	-	500	500
4420-03-000	Supplies-Decorating	-	-	132	-	-	-
4420-06-000	Supplies-Janitorial/Cleaning	376	952	700	500	360	1,000
4420-07-000	Supplies-Maint/Repairs	565	597	1,150	1,250	500	2,100
4420-08-000	Supplies-Plumbing	-	251	134	250	500	500
4420-09-000	Tools and Equipment	249	468	903	1,000	500	1,800
4420-10-000	Maintenance Paper/Supplies	1	-	5	-	-	-
4430-01-000	Contract-Alarm/Extinguisher	145	-	304	750	798	1,046
4430-03-000	Contract-Building Repairs	195	-	-	-	-	-
4430-04-000	Contract-Carpet Cleaning	179	22	22	-	-	-
4430-07-000	Contract-Pest Control	97	174	276	750	144	144
4430-09-000	Contract-Grounds	234	690	260	750	404	403
4430-12-000	Contract-Window/Door	-	1,693	124	-	-	-
4430-13-000	Contract-HVAC	112	122	11,260	750	-	-
4430-14-000	Contract-Vehicle Maintenance	391	5,319	1,429	1,250	2,000	2,000
4430-15-000	Contract-Equipment Rental	-	879	320	-	-	-
4430-18-000	Contract-Alarm Monitoring	154	279	819	1,000	248	870
4430-22-000	Contract-IT Contracts	3,297	4,572	5,357	6,000	7,760	7,792
4430-23-000	Contract-Consultants	2,039	6,824	-	-	-	-
4430-90-000	Contract-Fee For Service	1,187	-	-	-	-	240
4431-00-000	Extraordinary Maintenance	-	-	5,294	8,000	-	-
4510-00-000	Insurance	7,000	2,594	911	1,000	1,200	1,200
4510-10-000	Property Insurance	250	280	395	400	379	6,635
4510-20-000	Liability Insurance	634	636	635	600	634	1,098
4510-30-000	Auto Insurance	311	270	282	250	252	407
4510-40-000	Workers Comp Insurance	3,789	4,126	3,815	6,000	5,495	6,120
4510-50-000	SUI-Admin.	-	426	368	1,000	1,034	1,085
4510-51-000	SUI-Tenant Svcs.	-	(125)	418	1,000	447	460
4510-52-000	SUI-Mtce.	-	(217)	365	1,000	223	231
4510-60-000	Medicare-Admin.	773	921	1,966	1,000	1,499	1,573
4510-61-000	Medicare-Tenant Svcs.	123	142	1,443	1,000	648	667
4510-62-000	Medicare-Mtce.	-	96	195	1,000	323	335
4521-00-000	Misc. Taxes/Licenses/Insurance	197	(231)	-	-	-	-
4580-00-000	Security/Law Enforcement	-	-	-	-	-	6,210
4701-03-000	Bad Debt Recovery	(49)	-	-	-	-	-
5210-00-000	Transfers OUT(Reserve)	-	-	-	-	-	26,702
8000-00-000	TOTAL EXPENSES	\$ 319,515	\$ 332,346	\$ 300,919	\$ 273,289	\$ 395,094	\$ 453,624
	NET SURPLUS/(DEFECIT)	\$ (46,684)	\$ 39,217	\$ 116,979	\$ 124,212	\$ -	\$ (0)

Public Housing Program Proposed Budget

Account	Account Name	FY 22/23 Actuals	FY 23/24 Actuals	FY 24/25 Projected Actuals	FY 24/25 Budget	FY 25/26 Proposed	FY 26/27 Proposed
	REVENUES						
3111-00-000	Tenant Rent	1,579,381	1,686,799	1,732,496	1,750,000	1,649,536	1,649,536
3112-04-000	Utility Reimbursement Recovery -PHA	(61,969)	-	-	-	-	-
3112-07-000	Non-Dwelling Rent	4,950	6,050	6,600	6,600	6,600	6,600
3113-00-000	Less: Vacancies	(24)	-	-	-	-	-
3120-01-000	Laundry and Vending	1,410	2,555	1,670	1,600	1,500	1,500
3120-02-000	Cleaning Fee	1,674	2,646	6,732	6,750	7,000	7,000
3120-03-000	Damages	2,682	1,635	2,553	2,500	2,000	2,000
3120-04-000	Late Charges	7,969	7,192	8,075	8,000	8,000	8,000
3120-06-000	NSF Charges	45	-	30	50	200	200
3120-07-000	Tenant Owed Utilities	(4,797)	-	-	-	-	-
3120-09-000	Misc.Tenant Income	(243)	2,569	3,162	3,000	2,000	2,000
3401-00-000	HUD PHA Operating Grants/Subsidy	197,283	1,204,434	1,108,731	1,033,000	842,710	623,893
3612-00-000	Interest Income	56,979	124,764	144,210	132,500	105,000	135,976
3650-00-000	Miscellaneous Other Income	3,694	-	-	-	-	-
3660-00-000	Transfers IN (Reserve)						-
3699-03-000	PG&E CAPMC/MACE	-	3,135	5,631	5,500	4,500	4,500
3999-00-000	TOTAL REVENUES	\$ 1,789,034	\$ 3,041,779	\$ 3,019,891	\$ 2,949,500	\$ 2,629,046	\$ 2,441,204
	EXPENSES						
4110-00-000	Administrative Salaries	344,194	129,155	129,429	136,000	153,345	160,922
4110-04-000	Employee Benefit Contribution - Admin	33,347	9,028	23,338	24,000	29,085	40,575
4110-05-000	Retirement-admin.	3,752	47,686	60,802	60,000	55,198	58,497
4110-06-000	Benefit Credits-Admin.	39,388	-	-	-	-	-
4110-07-000	Insight EAP-Admin.	86	32	-	-	-	-
4110-08-000	ICMA Admin Benefits.	10,178	8,904	7,803	7,800	9,661	10,138
4110-09-000	SUI Expense	1,868	33	168	150	400	-
4110-10-000	Meals and Entertainment	47	-	-	-	-	-
4110-11-000	PERS Benefits	290,943	107,690	-	-	-	-
4110-12-000	Standard Life	2,015	-	-	-	-	-
4130-02-000	Criminal Background Checks	1,010	790	387	300	400	400
4130-03-000	Tenant Screening	27	514	279	325	1,200	1,200
4130-04-000	General Legal Expense	15,090	22,243	33,896	34,000	26,000	16,000
4140-00-000	Staff Training	4,183	4,744	2,957	2,750	4,000	5,200
4150-00-000	Travel	5,214	3,779	2,066	2,750	4,000	12,800
4170-00-000	Accounting Fees	1,854	-	4,092	5,200	8,000	8,000
4171-00-000	Auditing Fees	1,185	13,701	7,072	8,550	12,400	12,400
4180-00-000	Office Rent	20,700	23,214	25,728	25,728	31,728	34,901
4182-00-000	Consultants	37,386	12,243	9,545	9,750	10,200	10,200
4190-01-000	Membership and Fees	1,084	1,617	1,519	1,500	5,628	7,515
4190-03-000	Advertising	229	2,394	59	50	400	600
4190-04-000	Office Supplies	5,649	2,431	4,449	4,500	7,700	7,200
4190-06-000	Computer Parts	17,315	577	-	-	-	-
4190-07-000	Telephone	4,793	2,764	1,374	1,250	1,440	3,600
4190-08-000	Postage	3,169	3,537	4,417	5,000	7,320	6,500
4190-09-000	Software Lisense Fees	10,635	16,848	20,311	20,000	32,580	30,040
4190-10-000	Copiers	6,737	6,595	7,067	7,100	12,400	13,500
4190-11-000	Printer Supplies	7	3	-	-	-	-
4190-12-000	Software	-	39	273	250	-	-
4190-13-000	Internet	1,460	2,257	4,178	4,100	5,200	8,640
4190-15-000	Cell Phones/Pagers	2,516	3,306	7,458	6,000	10,950	11,345
4190-17-000	Temporary Administrative Labor	17,930	44,097	19,015	19,015	-	-

4190-18-000	Small Office Equipment	211	-	89	-	500	500
4190-22-000	Other Misc Admin Expenses	5,528	4,457	2,560	2,500	4,818	9,800
4210-00-000	Tenant Services Salaries	51,871	75,060	117,134	130,500	192,853	200,642
4210-01-000	Employee Benefit Contribution - Tenant Svcs.	27,083	18,079	30,496	31,000	62,626	62,744
4210-02-000	Retirement-Tenant Svcs.	6,909	33,853	43,513	44,000	74,091	76,574
4210-03-000	Benefit Credits-Tenant Svcs.	3,796	-	-	-	-	-
4210-04-000	Insight EAP-Tenant Svcs.	28	-	-	-	-	-
4210-05-000	ICMA Tenant Ser. Benefit	3,919	4,885	8,224	8,500	12,150	12,640
4212-00-000	Tenant Services Travel/Training	-	-	5,228	8,850	3,500	1,500
4220-00-000	Resident Council	76	-	-	-	-	-
4220-01-000	Other Tenant Svcs.	118	3,565	43	-	-	-
4230-00-000	Tenant Services Contract Costs	5,207	2,848	-	-	-	-
4230-01-000	Tenant Relocation	-	2,822	-	-	-	6,748
4310-00-000	Water	111,405	215,460	109,844	122,000	120,000	120,600
4310-01-000	Water System Exp Maintaining	3,909	1,080	1,200	-	1,500	1,500
4320-00-000	Electricity	26,825	32,740	28,727	35,000	31,000	52,600
4320-01-000	Electricity-Vacant Units	620	-	-	-	-	-
4330-00-000	Gas	4,398	3,770	3,603	7,000	5,000	5,000
4330-01-000	Gas-Vacant Units	213	-	-	-	-	-
4340-00-000	Garbage/Trash Removal	89,254	62,896	114,044	116,000	123,000	145,000
4390-00-000	Sewer	110,535	125,474	123,023	135,000	131,000	153,000
4410-00-000	Maintenance Salaries	166,202	246,613	274,190	272,000	294,328	304,395
4410-05-000	Employee Benefit Contribution - Maintenance	51,831	27,234	62,708	63,000	71,189	75,153
4410-06-000	Retirement-Maint.	19,925	103,090	105,019	110,000	114,726	119,588
4410-07-000	Benefit Credits-Maint.	4,772	-	-	-	-	-
4410-08-000	Insight EAP-Maint.	97	-	-	-	-	-
4410-09-000	ICMA Mtce. Benefits	11,427	17,152	16,661	16,500	18,543	19,177
4411-00-000	Maintenance Uniforms	1,822	3,946	3,973	4,000	4,800	4,800
4413-00-000	Vehicle Gas, Oil, Grease	5,449	5,333	7,363	8,000	7,000	7,200
4420-01-000	Supplies-Grounds	127	268	352	-	1,000	1,000
4420-02-000	Supplies-Appliance	16,543	25,434	28,260	23,500	48,000	1,578
4420-03-000	Supplies-Decorating	-	-	95	-	-	-
4420-04-000	Supplies-Electrical	84	-	-	1,500	-	2,720
4420-05-000	Supplies-Exterminating	250	-	-	-	-	-
4420-06-000	Supplies-Janitorial/Cleaning	904	1,822	4,030	4,000	4,500	4,505
4420-07-000	Supplies-Maint/Repairs	21,957	58,342	84,704	85,000	100,000	71,222
4420-08-000	Supplies-Plumbing	862	720	965	1,000	2,500	2,500
4420-09-000	Tools and Equipment	972	1,415	115,825	135,000	65,650	2,000
4420-10-000	Maintenance Paper/Supplies	4	-	-	-	1,000	1,000
4420-11-000	Maint. Building Rent	129,168	129,168	129,168	129,168	133,968	134,000
4420-12-000	Supplies - HVAC	7,420	405	-	-	-	-
4430-01-000	Contract-Alarm/Extinguisher	1,332	-	1,836	1,500	2,500	2,000
4430-02-000	Contract-Appliance	550	-	-	-	-	-
4430-03-000	Contract-Building Repairs	11,254	-	15,310	15,000	42,000	10,000
4430-04-000	Contract-Carpet Cleaning	749	3,570	488	500	2,000	2,000
4430-05-000	Contract-Decorating/Painting	4,850	-	33,180	30,000	35,000	10,000
4430-06-000	Contract-Electrical	3,710	2,768	1,990	2,500	3,000	3,000
4430-07-000	Contract-Pest Control	2,583	10,670	6,918	6,500	7,500	8,800
4430-08-000	Contract-Floor Covering	11,982	2,499	27,756	24,500	42,000	10,000
4430-09-000	Contract-Grounds	98,750	89,911	97,267	90,000	85,037	10,000
4430-10-000	Contract-Janitorial/Cleaning	-	-	-	-	3,600	9,300
4430-11-000	Contract-Plumbing	5,650	24,715	4,135	2,500	10,000	5,000
4430-12-000	Contract-Window/Door	4,617	8,695	10,640	7,500	10,000	4,000
4430-13-000	Contract-HVAC	18,481	13,364	54,779	48,716	36,000	10,000
4430-14-000	Contract-Vehicle Maintenance	3,307	1,218	2,127	4,500	3,000	6,300

4430-15-000	Contract-Equipment Rental	-	1,809	1,960	-	-	-
4430-16-000	Contract-Maintenance Consultants	-	364	-	-	-	-
4430-18-000	Contract-Alarm Monitoring	1,223	931	1,960	2,500	3,000	3,000
4430-19-000	Contract-Sprinkler Monitoring	-	6,310	-	-	-	-
4430-22-000	Contract-IT Contracts	6,500	9,236	11,019	11,000	19,400	19,480
4430-23-000	Contract-Consultants	4,554	17,659	2,840	-	-	-
4430-90-000	Contract-Fee For Service	1,821	55	55	-	-	600
4431-00-000	Extraordinary Maintenance	-	-	16,994	15,000	-	-
4510-00-000	Insurance	1,459	-	-	-	-	-
4510-10-000	Property Insurance	60,876	71,538	100,844	103,000	96,694	93,740
4510-20-000	Liability Insurance	16,022	15,994	14,178	15,500	12,910	15,100
4510-30-000	Auto Insurance	7,763	6,271	6,129	6,300	6,840	5,600
4510-40-000	Workers Comp Insurance	18,444	21,497	17,954	18,000	19,924	22,845
4510-50-000	SUI-Admin.	-	1,510	617	600	1,533	1,609
4510-51-000	SUI-Tenant Svcs.	-	544	443	500	1,929	2,006
4510-52-000	SUI-Mtce.	-	2,516	2,604	2,750	2,943	3,044
4510-60-000	Medicare-Admin.	3,367	1,917	1,644	1,600	2,223	2,333
4510-61-000	Medicare-Tenant Svcs.	570	960	1,458	1,500	2,796	2,909
4510-62-000	Medicare-Mtce.	2,270	3,450	3,555	3,400	4,268	4,414
4521-00-000	Misc. Taxes/Licenses/Insurance	981	127	-	-	-	-
4570-00-000	Bad Debt-Tenant Rents	-	3,799	1,303	3,000	3,000	1,800
4570-01-000	Bad Debt-Other	(547)	1,654	642	2,000	1,500	600
4580-00-000	Security/Law Enforcement	50,626	58,744	77,088	82,000	70,000	83,835
4590-00-000	Other General Expense	-	2,573	-	-	-	-
4715-01-000	Tenant Utility Payments-Voucher	284	637	366	-	-	-
4715-01-001	Tenant Utility Payments-Public Housing	27,372	(710)	1,647	2,500	5,000	6,030
4715-06-000	FSS Escrow Payments	20,969	27,246	1,656	7,500	28,000	22,000
5210-00-000	Operating Transfers OUT	-	-	-	-	6,972	-
8000-00-000	TOTAL EXPENSES	\$ 2,168,080	\$ 2,092,192	\$ 2,322,101	\$ 2,391,452	\$ 2,629,046	\$ 2,441,204
	NET SURPLUS/(DEFECIT)	\$ (379,047)	\$ 949,587	\$ 697,790	\$ 558,048	\$ -	\$ 0

Capital Fund Program Proposed Budget

Account	Account Name	FY 22/23 Actuals	FY 23/24 Actuals	FY 24/25 Projected Actuals	FY 24/25 Budget	FY 25/26 Proposed	FY 26/27 Proposed
REVENUES							
3420-00-000	Capital Fund Grants	-	-	-	4,642,472	5,624,630	3,138,686
3660-00-000	Transfer IN (Reserve)						1,658,697
3999-00-000	TOTAL REVENUES	\$ -	\$ -	\$ -	\$ 4,642,472	\$ 5,624,630	\$ 4,797,383
EXPENSES							
4430-99-000	Contract Costs-Cap Improvement	-	-	-	4,642,472	5,624,630	4,797,383
8000-00-000	TOTAL EXPENSES	\$ -	\$ -	\$ -	\$ 4,642,472	\$ 5,624,630	\$ 4,797,383
	NET SURPLUS/(DEFECIT)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Farm Labor Fund Proposed Budget

Account	Account Name	FY 22/23 Actuals	FY 23/24 Actuals	FY 24/25 Projected Actuals	FY 24/25 Budget	FY 25/26 Proposed	FY 26/27 Proposed
	REVENUES						
3111-00-000	Tenant Rent	815,371	702,538	702,384	689,866	770,207	774,196
3112-02-000	Rental Assistance	146,454	234,642	357,463	365,384	391,086	387,098
3112-04-000	Utility Reimbursement Recovery -PHA	(30,562)	-	-	-	-	-
3112-07-000	Non-Dwelling Rent	3,150	3,850	4,200	4,200	4,200	4,200
3120-01-000	Laundry and Vending	-	350	-	-	-	-
3120-02-000	Cleaning Fee	853	2,008	1,500	2,000	2,000	1,500
3120-03-000	Damages	736	1,707	836	2,000	1,350	1,350
3120-04-000	Late Charges	1,271	1,390	1,200	1,900	1,200	1,300
3120-06-000	NSF Charges	15	30		100	100	100
3120-09-000	Misc.Tenant Income	-	1,073	981	500	500	500
3120-10-000	HAP Agreement Expense Recovery	-	11	-	-	-	-
3410-08-000	Subsidies	(69,732)	-	-	-	-	-
3410-09-000	FML Subsidy	100,382	-	-	-	-	-
3612-00-000	Interest Income	13,124	12,639	9,777	11,000	9,000	5,022
3650-00-000	Miscellaneous Other Income	377	4,198	-	-	-	1,500
3660-00-000	Transfers IN (Reserve)	-	-	48,028	48,028	184,000	194,375
3999-00-000	TOTAL REVENUES	\$ 981,438	\$ 964,434	\$ 1,126,369	\$ 1,124,978	\$ 1,363,643	\$ 1,371,141
4110-00-000	Administrative Salaries	113,307	51,773	54,634	57,300	61,643	66,767
4110-01-000	Administrative Rent Free Unit	-	903	-	-	-	-
4110-04-000	Employee Benefit Contribution - Admin	11,462	3,056	10,172	10,000	12,034	12,676
4110-05-000	Retirement-admin.	2,141	17,745	22,059	25,000	22,186	24,361
4110-06-000	Benefit Credits-Admin.	15,956	-	-	-	-	-
4110-07-000	Insight EAP-Admin.	33	50	-	-	-	-
4110-08-000	ICMA Admin Benefits.	767	3,629	3,271	5,000	3,884	4,206
4110-09-000	SUI Expense	653	14	71	500	150	-
4110-10-000	Meals and Entertainment	18	-	-	-	-	-
4110-11-000	PERS Benefits	26,426	-	-	-	-	-
4110-12-000	Standard Life	802	-	-	-	-	-
4130-02-000	Criminal Background Checks	538	204	100	500	150	167
4130-03-000	Tenant Screening	-	12	11	100	100	100
4130-04-000	General Legal Expense	5,993	9,414	14,614	15,000	9,750	2,280
4140-00-000	Staff Training	731	1,694	1,291	1,250	1,500	1,500
4150-00-000	Travel	798	1,596	954	1,250	1,500	3,500
4170-00-000	Accounting Fees	710	-	-	2,200	3,000	4,267
4171-00-000	Auditing Fees	477	7,501	1,731	3,630	4,650	6,916
4172-00-000	Port Out Admin Fee Paid	-	-	3,780	-	-	-
4180-00-000	Office Rent	6,210	7,267	8,324	8,324	16,800	18,480
4182-00-000	Consultants	4,851	5,026	3,709	3,800	2,700	2,700
4190-01-000	Membership and Fees	505	844	568	72	2,027	100
4190-03-000	Advertising	105	778	25	400	225	500
4190-04-000	Office Supplies	998	1,058	2,092	2,000	2,700	2,700
4190-06-000	Computer Parts	6,412	370	-	-	-	-
4190-07-000	Telephone	1,785	2,806	723	800	540	620
4190-08-000	Postage	1,237	1,486	1,984	2,100	2,745	2,745
4190-09-000	Software Lisense Fees	648	2,991	8,600	500	12,280	8,000
4190-10-000	Copiers	2,771	2,790	3,244	1,500	4,650	5,473
4190-11-000	Printer Supplies	3	1	-	-	-	-
4190-12-000	Software		17	130	-	-	-
4190-13-000	Internet	475	575	1,375	1,200	1,950	1,950
4190-15-000	Cell Phones/Pagers	1,724	956	1,960	2,000	3,660	2,736
4190-17-000	Temporary Administrative Labor	5,909	14,525	8,117	8,117	-	-

4190-18-000	Small Office Equipment	540	-	-	-	-	-
4190-22-000	Other Misc Admin Expenses	2,240	1,826	1,200	1,500	855	3,625
4210-00-000	Tenant Services Salaries	27,245	39,021	46,306	43,505	56,253	57,457
4210-01-000	Employee Benefit Contribution - Tenant Svs.	9,583	10,279	12,543	15,000	13,215	13,912
4210-02-000	Retirement-Tenant Svcs.	1,227	15,979	19,422	20,000	21,984	22,694
4210-03-000	Benefit Credits-Tenant Svcs.	2,972	-	-	-	-	-
4210-04-000	Insight EAP-Tenant Svcs.	21	-	-	-	-	-
4210-05-000	ICMA Tenant Ser. Benefit	2,857	2,596	2,515	3,000	3,544	3,620
4212-00-000	Tenant Services Travel/Training	-	-	238	250	1,000	1,500
4220-01-000	Other Tenant Svcs.	-	105	-	-	-	-
4230-00-000	Tenant Services Contract Costs	30	110	-	-	-	-
4310-00-000	Water	72,257	85,421	62,125	67,000	75,330	61,786
4310-01-000	Water System Exp Maintaining	2,746	540	600	1,000	750	750
4320-00-000	Electricity	11,068	18,779	11,621	14,700	4,725	17,071
4320-01-000	Electricity-Vacant Units	127	-	-	-	-	-
4330-00-000	Gas	1,033	1,048	875	2,500	1,500	665
4330-01-000	Gas-Vacant Units	73	-	-	-	-	-
4332-00-000	Heating Oil	35,494	-	-	-	-	-
4340-00-000	Garbage/Trash Removal	35,494	34,860	45,847	50,600	52,645	57,643
4390-00-000	Sewer	45,801	53,112	48,575	55,000	58,540	64,692
4410-00-000	Maintenance Salaries	45,343	99,142	109,428	110,000	87,815	90,329
4410-05-000	Employee Benefit Contribution - Maintenance	14,294	8,365	22,896	16,000	21,651	22,769
4410-06-000	Retirement-Maint.	6,679	35,718	40,207	35,000	35,599	36,871
4410-07-000	Benefit Credits-Maint.	1,950	-	-	-	-	-
4410-08-000	Insight EAP-Maint.	42	-	-	-	-	-
4410-09-000	ICMA Mtce. Benefits	4,721	7,083	6,327	5,298	5,532	5,691
4411-00-000	Maintenance Uniforms	378	994	1,100	1,000	2,744	2,744
4413-00-000	Vehicle Gas, Oil, Grease	1,968	2,105	3,163	1,500	3,600	2,700
4420-01-000	Supplies-Grounds	-	235	9	1,000	10,250	600
4420-02-000	Supplies-Appliance	4,986	9,419	8,400	2,500	24,000	10,000
4420-03-000	Supplies-Decorating	452	-	50	500	-	-
4420-04-000	Supplies-Electrical	2,793	-	146	2,000	250	250
4420-05-000	Supplies-Exterminating	25	-	-	-	-	-
4420-06-000	Supplies-Janitorial/Cleaning	390	714	1,176	2,500	2,000	1,000
4420-07-000	Supplies-Maint/Repairs	19,671	21,787	32,663	31,000	40,000	27,000
4420-08-000	Supplies-Plumbing	23	308	225	500	500	4,000
4420-09-000	Tools and Equipment	319	708	1,523	1,000	2,160	3,417
4420-10-000	Maintenance Paper/Supplies	2	-	6	500	-	-
4420-11-000	Maint. Building Rent	7,680	6,000	6,000	6,000	15,000	16,500
4420-12-000	Supplies - HVAC	630	-	-	500	-	-
4430-01-000	Contract-Alarm/Extinguisher	-	-	1,005	2,000	1,300	500
4430-03-000	Contract-Building Repairs	5,024	-	-	-	-	-
4430-04-000	Contract-Carpet Cleaning	1,066	851	561	-	1,000	1,000
4430-05-000	Contract-Decorating/Painting	4,000	-	2,635	-	4,800	5,876
4430-06-000	Contract-Electrical	573	-	-	-	-	-
4430-07-000	Contract-Pest Control	1,087	1,039	850	1,500	1,500	2,500
4430-08-000	Contract-Floor Covering	-	8,666	19,985	4,000	100,000	35,000
4430-09-000	Contract-Grounds	35,105	39,222	33,785	35,000	83,785	100,000
4430-10-000	Contract-Janitorial/Cleaning	-	-	-	-	2,400	1,400
4430-11-000	Contract-Plumbing	896	38,812	8,692	2,000	2,500	28,000
4430-12-000	Contract-Window/Door	1,943	1,693	517	2,000	1,500	1,500
4430-13-000	Contract-HVAC	4,020	1,658	20,408	2,000	5,000	59,825
4430-14-000	Contract-Vehicle Maintenance	448	609	1,037	1,000	1,500	2,500
4430-15-000	Contract-Equipment Rental	-	804	320	500	-	-
4430-18-000	Contract-Alarm Monitoring	310	192	1,174	1,000	1,500	750

4430-20-000	Contract Equipment Maint.	-	450	-	-	-	-
4430-22-000	Contract-IT Contracts	2,956	3,897	4,662	5,000	7,275	7,275
4430-23-000	Contract-Consultants	1,745	5,737	-	-	-	-
4430-90-000	Contract-Fee For Service	687	-	-	-	-	-
4431-00-000	Extraordinary Maintenance	-	-	14,462	50,000	-	-
4510-00-000	Insurance	563	-	-	-	-	-
4510-10-000	Property Insurance	30,204	35,495	50,036	49,000	47,977	31,983
4510-20-000	Liability Insurance	6,413	6,443	5,770	5,500	5,252	5,139
4510-30-000	Auto Insurance	1,310	889	219	2,394	196	1,905
4510-40-000	Workers Comp Insurance	6,804	8,009	6,733	9,500	6,632	6,427
4510-50-000	SUI-Admin.	-	650	291	1,000	616	668
4510-51-000	SUI-Tenant Svcs.	-	644	142	1,000	563	575
4510-52-000	SUI-Mtce.	-	678	1,006	1,000	878	903
4510-60-000	Medicare-Admin.	1,267	795	682	1,000	894	968
4510-61-000	Medicare-Tenant Svcs.	368	506	571	1,000	816	833
4510-62-000	Medicare-Mtce.	615	1,385	1,390	1,000	1,273	1,310
4521-00-000	Misc. Taxes/Licenses/Insurance	471	59	-	-	-	-
4570-00-000	Bad Debt-Tenant Rents	-	12,405	7,631	10,000	2,500	2,500
4570-01-000	Bad Debt-Other	567	-	2,288	5,000	1,000	1,000
4580-00-000	Security/Law Enforcement	-	11,875	37,119	36,500	30,000	32,100
4590-00-000	Other General Expense	-	450	-	-	-	1,500
4715-01-001	Tenant Utility Payments-Public Housing	4,747	(153)	-	-	-	-
4851-00-000	Interest Expense-C.B.B Loan	-	109,885	103,887	105,000	102,000	102,000
4852-00-000	C.B.B Principal Expense	-	133,575	129,107	127,995	130,995	130,995
4853-00-000	USDA Loan #6 Interest expense	18	198	156	-	161	161
4853-01-000	USDA Loan #7 Interest Expense	53	601	496	-	527	527
4853-02-000	USDA Loan #8 Interest Expense	(83)	1,018	925	-	909	909
4854-00-000	USDA Loan #6 Principal Expense	1,769	2,865	2,893	-	2,903	2,903
4854-01-000	USDA Loan #7 Principal Expense	3,643	5,735	5,796	-	5,810	5,810
4854-02-000	USDA Loan #8 Principal Expense	6,010	9,437	9,529	-	9,546	9,546
4855-00-000	Interest Expense-Mortgage Payable	129,857	-	-	-	-	-
4856-00-000	W.F. Debt Prin. Expense	124,779	-	-	-	-	-
4857-00-000	Debt Prin Expense	19,283	-	-	-	-	-
5210-00-000	Transfers OUT(Reserve)	-	-	-	18,693	85,869	85,000
8000-00-000	TOTAL EXPENSES	\$ 976,115	\$ 1,042,411	\$ 1,115,484	\$ 1,124,978	\$ 1,363,643	\$ 1,373,818
	NET SURPLUS/(DEFECIT)	\$ 5,322	\$ (77,977)	\$ 10,885	\$ 0	\$ -	\$ (2,677)

Family Self-Sufficiency Fund Proposed Budget

Account	Account Name	FY 22/23 Actuals	FY 23/24 Actuals	FY 24/25 Projected Actuals	FY 24/25 Budget	FY 25/26 Proposed	FY 26/27 Proposed
REVENUES							
3410-03-000	Section 8 FSS Grant Income	32,574	38,624	46,529	65,201	72,250	95,349
3999-00-000	TOTAL REVENUES	\$ 32,574	\$ 38,624	\$ 46,529	\$ 65,201	\$ 72,250	\$ 95,349
EXPENSES							
4130-02-000	Criminal Background Checks	-	123	-	-	-	-
4140-00-000	Staff Training	-	650	-	-	-	-
4190-04-000	Office Supplies	34	(1)	-	-	-	-
4190-06-000	Computer Parts	-	180	-	-	-	-
4190-17-000	Temporary Administrative Labor	12,222	3,551	-	-	-	-
4190-22-000	Other Misc Admin Expenses	155	82	-	-	-	-
4210-00-000	Tenant Services Salaries	13,158	18,896	24,732	23,129	38,278	50,344
4210-01-000	Employee Benefit Contribution - Tenant Svs.	3,162	4,239	9,189	8,774	16,007	21,619
4210-02-000	Retirement-Tenant Svcs.	71	7,909	9,811	9,526	13,765	18,044
4210-03-000	Benefit Credits-Tenant Svcs.	2,000	-	-	-	-	-
4210-05-000	ICMA Tenant Ser. Benefit	1,224	1,475	1,474	1,457	2,412	3,172
4212-00-000	Tenant Services Travel/Training	-	-	2,245	-	-	-
4510-00-000	Insurance	83	-	-	-	-	-
4510-40-000	Workers Comp Insurance	397	1,033	992	880	1,234	1,667
4510-51-000	SUI-Tenant Svcs.	-	223	-	-	-	503
4510-61-000	Medicare-Tenant Svcs.	69	265	331	276	555	-
8000-00-000	TOTAL EXPENSES	\$ 32,574	\$ 38,624	\$ 48,774	\$ 44,042	\$ 72,250	\$ 95,349
	NET SURPLUS/(DEFECIT)	\$ -	\$ -	\$ (2,245)	\$ 21,159	\$ -	\$ (0)

Pomona Ranch Fund Proposed Budget

Account	Account Name	FY 22/23 Actuals	FY 23/24 Actuals	FY 24/25 Projected Actuals	FY 24/25 Budget	FY 25/26 Proposed	FY 26/27 Proposed
REVENUES							
3410-07-000	OMS-Migrant PFS Subsidy	333,334	1,007,987	669,105	708,702	485,495	503,191
3415-00-000	Other Government Grants	97,500	107,863	-	-	-	-
3660-00-000	Transfers IN (Reserve)	-	-	23,452	-	-	-
3999-00-000	TOTAL REVENUES	\$ 430,834	\$ 1,115,850	\$ 692,557	\$ 708,702	\$ 485,495	\$ 503,191
EXPENSES							
4110-00-000	Administrative Salaries	38,641	-	-	-	-	
4110-04-000	Employee Benefit Contribution - Admin	(757)	(796)	-	-	44	
4110-05-000	Retirement-admin.	(8)	(10)	-	-	-	
4110-06-000	Benefit Credits-Admin.	5,874	-	-	-	-	
4110-07-000	Insight EAP-Admin.	14	2	-	-	-	
4110-08-000	ICMA Admin Benefits.	791	-	-	-	-	
4110-09-000	SUI Expense	341	(6)	-	-	-	
4110-11-000	PERS Benefits	14,713	-	-	-	-	
4110-12-000	Standard Life	481	-	-	-	-	
4140-00-000	Staff Training	-	-	-	-	-	500
4150-00-000	Travel	-	-	-	-	-	500
4171-00-000	Auditing Fees	-	3,897	788	1,500	1,500	1,750
4173-00-000	Management Fee	20,701	46,937	38,970	50,291	40,541	42,150
4182-00-000	Consultants	-	-	270	250	1,440	
4190-03-000	Advertising	250	250	250	250	370	250
4190-04-000	Office Supplies	6	123	235	500	1,440	1,200
4190-06-000	Computer Parts	1,900	250	-	-	-	
4190-07-000	Telephone	2,664	1,547	1,891	2,000	1,900	
4190-08-000	Postage	-	305	510	500	1,464	
4190-09-000	Software License Fees	-	475	2,293	2,500	6,416	
4190-10-000	Copiers	813	761	885	1,000	2,480	
4190-13-000	Internet	-	5,416	52,394	55,000	45,750	51,125
4190-15-000	Cell Phones/Pagers	530	528	304	-	720	
4190-18-000	Small Office Equipment	42	-	-	-	-	
4190-22-000	Other Misc Admin Expenses	358	143	253	-	637	150
4210-00-000	Tenant Services Salaries	29,170	53,220	52,231	52,217	54,838	56,849
4210-01-000	Employee Benefit Contribution - Tenant Svcs.	11,706	9,587	9,404	9,500	10,731	11,359
4210-02-000	Retirement-Tenant Svcs.	4,717	24,999	26,257	27,000	27,518	28,464
4210-03-000	Benefit Credits-Tenant Svcs.	1,800	-	-	-	-	
4210-04-000	Insight EAP-Tenant Svcs.	18	-	-	-	-	
4210-05-000	ICMA Tenant Ser. Benefit	2,511	3,643	3,163	3,500	3,455	3,582
4310-00-000	Water	-	290	-	-	-	
4310-01-000	Water System Exp Maintaining	5,593	6,881	8,628	10,000	9,500	25,480
4320-00-000	Electricity	31,606	28,311	34,491	46,427	47,100	47,320
4330-00-000	Gas	5,618	7,516	7,518	10,000	8,000	10,000
4340-00-000	Garbage/Trash Removal	8,133	6,927	7,159	8,800	5,700	11,000
4390-00-000	Sewer	-	40	-	-	-	12,000
4410-00-000	Maintenance Salaries	21,783	27,491	46,501	47,466	49,839	44,266
4410-05-000	Employee Benefit Contribution - Maintenance	9,703	16,188	24,268	24,500	25,410	26,548
4410-06-000	Retirement-Maint.	3,633	14,383	16,628	16,500	19,033	20,402
4410-07-000	Benefit Credits-Maint.	1,956	-	-	-	-	
4410-08-000	Insight EAP-Maint.	26	-	-	-	-	
4410-09-000	ICMA Mtce. Benefits	4,654	2,059	2,811	3,000	3,140	3,375
4411-00-000	Maintenance Uniforms	420	589	803	1,000	500	
4413-00-000	Vehicle Gas, Oil, Grease	2,311	2,298	1,210	1,500	2,300	3,000
4420-01-000	Supplies-Grounds	1,484	355	1,666	1,500	1,500	

4420-02-000	Supplies-Appliance	2,682	-	-	-	-	
4420-06-000	Supplies-Janitorial/Cleaning	164	-	-	-	-	
4420-07-000	Supplies-Maint/Repairs	8,796	9,165	3,418	3,500	8,000	8,240
4420-08-000	Supplies-Plumbing	-	8,115	-	-	-	
4420-09-000	Tools and Equipment	15	21	23,452	-	500	
4420-12-000	Supplies - HVAC	1,105	-	-	-	-	
4430-01-000	Contract-Alarm/Extinguisher	2,714	2,003	-	-	2,200	
4430-03-000	Contract-Building Repairs	1,648	486,993	-	-	-	8,200
4430-06-000	Contract-Electrical	1,427	5,030	35,414	36,000	2,000	3,090
4430-07-000	Contract-Pest Control	952	1,372	1,064	1,100	1,200	
4430-09-000	Contract-Grounds	15,228	33,188	143,030	144,000	1,000	2,000
4430-11-000	Contract-Plumbing	250	1,200	58,222	60,000	1,000	
4430-13-000	Contract-HVAC	635	3,770	-	-	3,500	
4430-14-000	Contract-Vehicle Maintenance	364	70	2,427	2,000	1,500	300
4430-15-000	Contract-Equipment Rental	-	151	-	-	-	
4430-18-000	Contract-Alarm Monitoring	248	2,033	1,001	1,000	1,100	
4430-20-000	Contract Equipment Maint.	4,221	509	14,378	15,000	5,000	9,550
4430-22-000	Contract-IT Contracts	-	1,181	1,267	1,500	3,880	
4430-90-000	Contract-Fee For Service	378	4,730	290		1,790	
4430-99-000	Contract Costs-Cap Improvement	680	-	-	-	-	
4510-00-000	Insurance	306	-	-	-	-	
4510-10-000	Property Insurance	11,356	13,350	18,819	19,000	18,045	19,986
4510-20-000	Liability Insurance	3,415	3,362	2,834	3,000	2,558	2,624
4510-30-000	Auto Insurance	828	721	752	1,000	670	1,028
4510-40-000	Workers Comp Insurance	2,876	4,062	3,591	3,400	3,256	3,658
4510-50-000	SUI-Admin.	-	19	-	-	-	
4510-51-000	SUI-Tenant Svcs.	-	512	-	600	-	569
4510-52-000	SUI-Mtce.	-	146	-	250	-	536
4510-60-000	Medicare-Admin.	423	-	699	700	-	
4510-61-000	Medicare-Tenant Svcs.	365	693	577	410	795	824
4510-62-000	Medicare-Mtce.	296	342	-	-	723	777
4521-00-000	Misc. Taxes/Licenses/Insurance	342	15	-	-	-	1,000
4570-00-000	Bad Debt-Tenant Rents	572	-	-	-	-	
4857-00-000	Debt Prin Expense	4,541	4,541	4,541	4,541	4,541	4,541
5210-00-000	Operating Transfers OUT	35,000	35,000	35,000	35,000	48,971	35,000
8000-00-000	TOTAL EXPENSES	\$ 336,020	\$ 886,890	\$ 692,557	\$ 708,702	\$ 485,495	\$ 503,191
	NET SURPLUS/(DEFECIT)	\$ 94,814	\$ 228,960	\$ 0	\$ -	\$ -	\$ (0)

Housing Choice Voucher Proposed Budget

Account	Account Name	FY 22/23 Actuals	FY 23/24 Actuals	FY 24/25 Projected Actuals	FY 24/25 Budget	FY 25/26 Proposed	FY 26/27 Proposed
	REVENUES						
3410-01-000	Section 8 HAP Earned	4,897,482	5,779,536	6,555,207	6,494,490	6,487,460	6,563,968
3410-02-000	Section 8 Admin. Fee Income	832,443	766,809	745,304	764,082	705,606	663,049
3410-04-000	Port-In Admin Fees Earned	-	-	4,235	-	7,400	10,321
3410-06-000	Port In HAP Earned	-	2,218	67,171	-	94,000	154,563
3612-00-000	Interest Income	2,687	33,357	33,916	35,200	10,500	13,756
3645-00-000	FSS Inc.Forfeit	22,788	-	-	-	-	-
3660-00-000	Transfers IN (Reserve)	-	-	-	114,544	-	78,124
3999-00-000	TOTAL REVENUES	\$ 5,755,399	\$ 6,581,920	\$ 7,405,833	\$ 7,408,316	\$ 7,304,966	\$ 7,483,781
	EXPENSES						
4110-00-000	Administrative Salaries	171,447	121,203	133,471	145,700	108,944	114,199
4110-01-000	Administrative Rent Free Unit	-	1,712	-	-	-	-
4110-04-000	Employee Benefit Contribution - Admin	19,273	12,919	21,896	21,000	12,788	16,047
4110-05-000	Retirement-admin.	6,672	35,356	43,649	43,463	39,993	41,948
4110-06-000	Benefit Credits-Admin.	19,809	-	-	-	-	-
4110-07-000	Insight EAP-Admin.	54	16	-	-	-	-
4110-08-000	ICMA Admin Benefits.	6,481	7,131	8,048	7,500	6,864	7,196
4110-09-000	SUI Expense	939	61	307	300	210	-
4110-10-000	Meals and Entertainment	162	-	-	-	-	-
4110-11-000	PERS Benefits	(90,168)	44,733	-	-	-	-
4110-12-000	Standard Life	1,263	-	-	-	-	-
4130-02-000	Criminal Background Checks	1,466	784	250	-	210	-
4130-03-000	Tenant Screening	-	9	9	-	100	-
4130-04-000	General Legal Expense	35,318	41,025	61,925	60,000	13,650	8,400
4140-00-000	Staff Training	5,170	8,795	3,833	4,500	2,100	2,730
4150-00-000	Travel	4,936	9,112	4,075	4,500	2,100	6,720
4170-00-000	Accounting Fees	5,343	-	7,476	9,500	4,200	4,200
4171-00-000	Auditing Fees	3,736	25,992	12,920	15,300	6,510	6,510
4172-00-000	Port Out Admin Fee Paid	2,224	4,095	18,443	-	22,000	20,000
4180-00-000	Office Rent	30,360	35,989	30,360	30,360	32,760	36,036
4182-00-000	Consultants	39,428	22,288	20,334	15,000	7,000	6,500
4190-01-000	Membership and Fees	3,124	2,973	2,439	3,000	1,815	3,957
4190-03-000	Advertising	561	3,659	107	-	315	315
4190-04-000	Office Supplies	8,957	4,767	5,677	7,000	4,469	3,780
4190-06-000	Computer Parts	50,169	1,139	-	-	-	-
4190-07-000	Telephone	5,202	4,602	624	700	800	1,890
4190-08-000	Postage	8,999	6,703	8,204	9,000	3,842	3,413
4190-09-000	Software Lisense Fees	35,485	47,944	39,157	40,000	20,092	13,911
4190-10-000	Copiers	13,485	12,048	14,007	15,000	6,510	7,088
4190-11-000	Printer Supplies	20	6	-	-	-	-
4190-12-000	Software	-	758	373	-	-	-
4190-13-000	Internet	1,856	3,151	4,793	4,800	2,730	4,536
4190-15-000	Cell Phones/Pagers	378	2,813	4,573	4,300	1,890	2,000
4190-17-000	Temporary Administrative Labor	12,179	45,517	21,400	18,700	-	-
4190-18-000	Small Office Equipment	4	-	-	-	-	-
4190-22-000	Other Misc Admin Expenses	15,854	9,920	4,660	5,000	1,828	5,145
4210-00-000	Tenant Services Salaries	62,116	182,646	207,955	204,921	201,763	199,717
4210-01-000	Employee Benefit Contribution - Tenant Svs.	37,147	34,765	44,742	44,000	47,385	53,856
4210-02-000	Retirement-Tenant Svcs.	10,969	77,878	80,941	80,000	70,536	71,499
4210-03-000	Benefit Credits-Tenant Svcs.	2,746	-	-	-	-	-
4210-04-000	Insight EAP-Tenant Svcs.	57	-	-	-	-	-

4210-05-000	ICMA Tenant Ser. Benefit	(10,521)	11,845	12,892	12,000	12,711	12,582
4212-00-000	Tenant Services Travel/Training	-	-	2,609	4,250	3,500	1,000
4220-00-000	Resident Council	76	-	-	-	-	-
4230-00-000	Tenant Services Contract Costs	29,994	35,497	(3,069)	(3,069)	-	-
4310-00-000	Water	375	992	735	1,000	462	462
4320-00-000	Electricity	13,463	14,779	10,610	12,000	6,615	6,615
4330-00-000	Gas	1,654	299	488	500	239	1,281
4340-00-000	Garbage/Trash Removal	1,136	1,590	1,859	2,000	903	1,260
4390-00-000	Sewer	851	1,035	1,265	1,500	756	756
4410-05-000	Employee Benefit Contribution - Maintenance	-	-	22	-	-	-
4410-08-000	Insight EAP-Maint.	7	-	-	-	-	-
4411-00-000	Maintenance Uniforms	-	-	100	-	140	-
4413-00-000	Vehicle Gas, Oil, Grease	523	1,071	1,171	1,750	1,200	1,760
4420-03-000	Supplies-Decorating	-	-	144	-	-	-
4420-06-000	Supplies-Janitorial/Cleaning	849	691	68	500	315	315
4420-07-000	Supplies-Maint/Repairs	1,238	-	-	-	-	-
4420-09-000	Tools and Equipment	-	249	-	500	500	500
4420-10-000	Maintenance Paper/Supplies	-	39	-	-	-	-
4430-01-000	Contract-Alarm/Extinguisher	373	-	316	300	699	915
4430-03-000	Contract-Building Repairs	631	-	-	-	-	-
4430-04-000	Contract-Carpet Cleaning	733	69	69	100	-	-
4430-07-000	Contract-Pest Control	214	302	285	300	126	126
4430-09-000	Contract-Grounds	1,235	399	798	800	353	353
4430-12-000	Contract-Window/Door	-	206	-	-	-	-
4430-13-000	Contract-HVAC	391	372	372	-	-	-
4430-14-000	Contract-Vehicle Maintenance	724	-	-	-	-	-
4430-15-000	Contract-Equipment Rental	-	2,398	-	-	-	-
4430-18-000	Contract-Alarm Monitoring	421	502	1,788	-	217	-
4430-22-000	Contract-IT Contracts	20,231	16,849	20,131	22,500	10,185	10,227
4430-23-000	Contract-Consultants	20,247	53,202	-	-	-	-
4430-90-000	Contract-Fee For Service	1,204	-	-	-	-	315
4510-00-000	Insurance	658	-	-	-	-	-
4510-10-000	Property Insurance	1,119	1,314	1,853	1,900	1,800	1,800
4510-20-000	Liability Insurance	5,377	5,379	5,374	5,400	5,400	5,400
4510-30-000	Auto Insurance	1,415	1,432	1,494	1,550	1,350	1,350
4510-40-000	Workers Comp Insurance	15,695	15,076	11,670	11,000	10,018	10,816
4510-50-000	SUI-Admin.	-	1,124	1,160	1,000	1,089	1,142
4510-51-000	SUI-Tenant Svcs.	-	1,817	1,128	1,000	2,018	1,997
4510-60-000	Medicare-Admin.	1,828	1,841	2,981	2,000	1,580	1,656
4510-61-000	Medicare-Tenant Svcs.	1,056	2,450	1,846	2,000	2,926	2,896
4521-00-000	Misc. Taxes/Licenses/Insurance	750	232	-	-	-	-
4580-00-000	Security/Law Enforcement	15,833	11,875	38,069	37,500	35,000	34,155
4585-00-000	Port-In HAP Expense	-	2,218	-	-	-	-
4590-00-000	Other General Expense	53,239	-	-	-	-	-
4715-00-000	Housing Assistance Payments	4,938,998	5,412,964	6,107,426	6,454,490	6,097,760	6,257,589
4715-01-000	Tenant Utility Payments-Voucher	4,412	7,100	16,472	-	17,700	13,500
4715-01-001	Tenant Utility Payments-Public Housing	-	-	-	-	-	-
4715-02-000	Port Out HAP Payments	51,332	63,163	476,822	-	411,000	436,420
4715-06-000	FSS Escrow Payments	55,169	50,247	59,537	40,000	55,000	35,000
4715-07-000	Homeownership	1,774	-	-	-	-	-
4715-08-000	VASH	24,836	-	-	-	-	-
4715-09-000	Family Unification	15,692	-	-	-	-	-
8000-00-000	TOTAL EXPENSES	\$ 5,808,456	\$ 6,533,127	\$ 7,585,136	\$ 7,408,316	\$ 7,304,966	\$ 7,483,781
	NET SURPLUS/(DEFECIT)	\$ (53,056)	\$ 48,793	\$ (179,302)	\$ (0)	\$ -	\$ 0

Cost Allocation Plan FY 26/27

The Housing Authority of the City of Madera (HACM) will maintain a cost allocation plan that meets Office of Management and Budget's (OMB) requirements (2 CFR 200: Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards).

A cost allocation plan will be prepared each fiscal year on the same schedule as the operating budgets. The operating budget will be based on the new cost allocation plan. The cost allocation plan will be provided and approved by the Board of Commissioners, on the same schedule as the operating budgets. The approved cost allocation plan will be used to allocate costs at the beginning of HACM's fiscal year.

The cost allocation plan will include the direct and indirect costs for each project and program. *Direct costs* are costs that can be directly traced to a project or program and will be charged to the respective project or program accordingly. *Indirect costs* are those costs that may benefit several projects or programs and cannot be specifically traced to any one project or program: for example, the Executive Director's salary.

The cost allocation plan will demonstrate the method used to allocate costs to multiple projects or programs. Demonstration includes a description of the methodology(s) to be used, the mathematical calculation(s) and the underlying data used in the calculation. The cost allocation plan and documentation will be maintained in accordance with HACM's documentation retention policy and treated as an accounting record.

To ensure costs are allocated in a fair and equitable manner, multiple cost allocation methods (e.g., direct labor hours, work orders, units, etc.) may be used. The THA shall minimize the number of cost allocation methods that are used but result in an equitable distribution of costs that meet all other OMB and the Department of Housing and Urban Development's (HUD) requirements.

If HACM changes its service delivery model, the cost allocation plan will be reviewed, updated and implemented. For example, if HACM receives a new program mid-year, the cost allocation plan would need to be updated to make sure the new program is charged its fair share of indirect costs.

PHAs are prohibited from allocating or charging costs based on a methodology that considers the available resources of the programs; such a methodology is non-compliant with OMB rules.

Cost Allocation Procedures

The following procedures related to cost allocation, and the cost allocation plan are provided below:

- Examination of Costs
- Cost Allocation Methodology
- Cost Allocation Plan

Examination of Costs

Annually, all of HACM's costs will be reviewed by the appropriate finance and program staff to determine if program and project costs that are charged or proposed to be charged are accounted for correctly as a direct versus an indirect cost and if the methodology used to allocate costs is fair and reasonable.

- **Employee Costs:** Each employee's job duties will be examined to determine the proper placement and accounting of the costs. The examination of job duties will be based on the written description and the actual duties currently performed by the individual. From this analysis, a Schedule of Salaries, Benefits and Positions will be prepared showing the placement of the costs and the cost allocation method used to base the cost distribution. The schedule will list each employee and will provide the current salary and benefits and the proposed salary and benefits. The schedule will be provided as part of the overall budget approval process. *See Salary and Benefit Allocations by Program*
- **Other Costs:** Other costs associated with the programs and projects will be examined to determine if each cost is accounted for as a direct or indirect cost. If a cost is determined to be an indirect cost, management will complete a cost/benefit analysis to determine if the activity and associated cost could be obtained differently and accounted for as a direct cost. If the cost is determined to be indirect, the cost allocation method should be determined and documented.

Cost Allocation Methodology

To limit the number of cost allocation methods to be maintained and applied, HACM will group similar costs and establish one cost allocation methodology for each group. In the case of the same employee providing services to various programs and projects where the program and projects are different, a time study will be conducted annually for a two-month period to arrive at allocation rates. The time study should be conducted in an average month prior to the beginning of the fiscal year to allow for operating budget development, analysis and approval. The time study will capture the direct time of each project, program, and time that cannot be associated with a specific project or program. If all an employee's activity is indirect, an alternate cost allocation method will be developed and applied to the employee.

Cost Allocation Plan

<i>Service Type</i>	<i>Methodology</i>
Salaries	Annually, a time study will be performed to determine the average hours to allocate to each program. The study will be done before the fiscal year begins to incorporate into the upcoming budget.
Benefits	Employee benefits will follow the allocation of salaries.
Internet – Main Office	Costs will be allocated based on the salary allocation.
Software	Modules specific to a program will be allocated to that specific program. Other modules will be allocated based on the salary allocation.
Website	Website hosting costs will be allocated based on salary allocation.
Property Insurance	Costs will be allocated by square footage, when they cannot be directly allocated to a specific program, project, or cost center.
General Liability Insurance	Costs will be allocated by square footage, when they cannot be directly allocated to a specific program, project, or cost center.
Auto Insurance	Auto insurance will be allocated based on the property the car is assigned to, at 100%.
E&O Insurance	Cost will be allocated based on salary allocation.
Office/Stationary Expense	Cost will be allocated based on salary allocation.
Postage	Cost will be allocated based on salary allocation.
Copies	Cost will be allocated based on salary allocation.
Copier Rental	Cost will be allocated based on salary allocation.

FY 26/27 Salary Allocation Percentages

<i>Program</i>	<i>Percentage</i>
Revolving Fund	24%
Public Housing	40% <i>*Split 50/50 between AMPs 1 and 2</i>
Farm Labor	15%
Housing Choice Voucher	21%

For details, see Salary and Benefit by Program page.

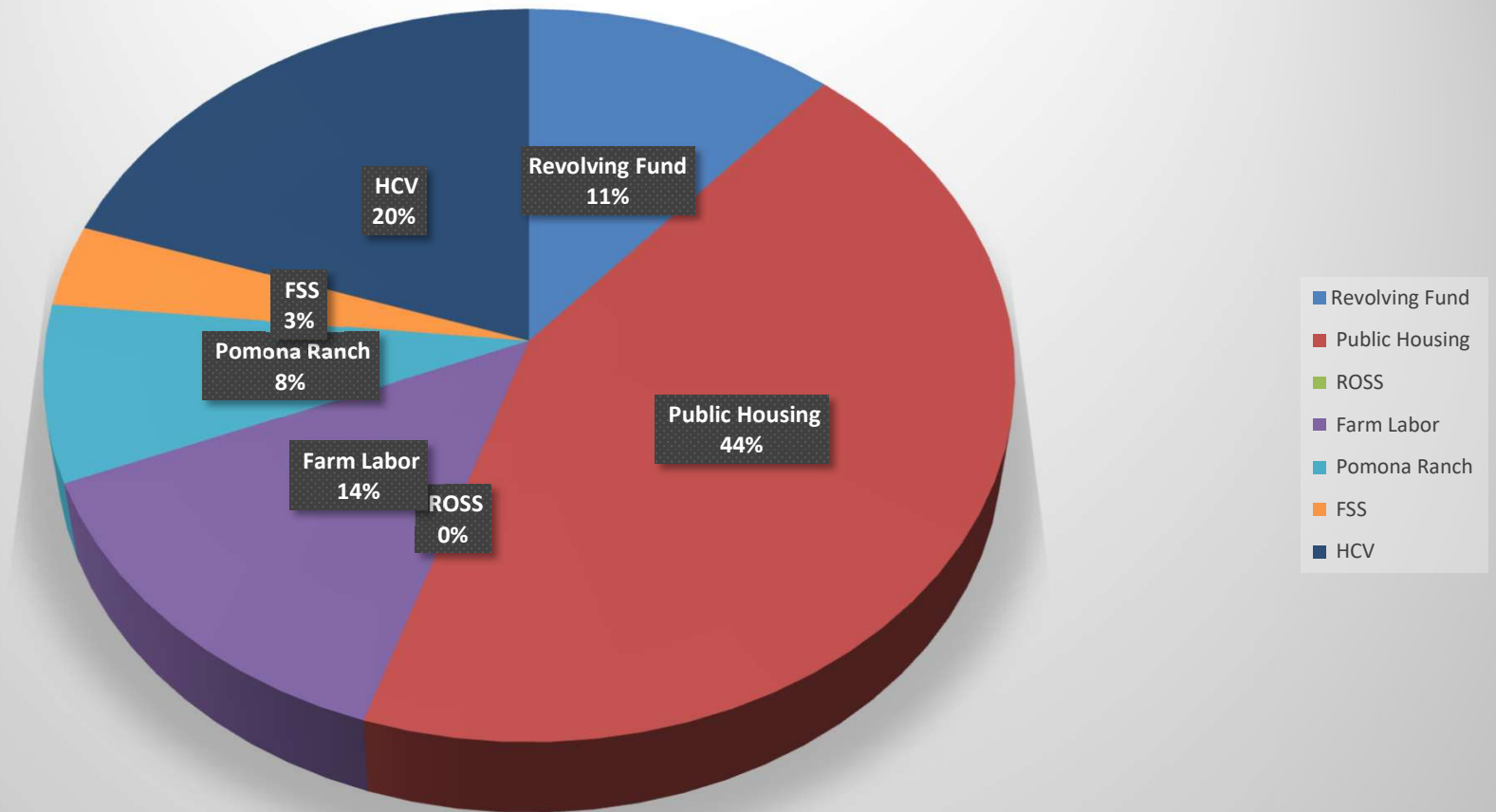
**SALARY PROJECTIONS
FISCAL YEAR 2026-2027**

<u>Position</u>	<u>1-Oct</u>	<u>Aftr</u>	<u>Annvsy Date</u>	<u>Rate 1 -</u>	<u>Rate 2 -</u>	<u>PP @ Rate 1</u>	<u>PP @ Rate 2</u>	<u>Period 1</u>	<u>Step increase</u>	<u>Trvl. Allow.</u>	<u>Total Salary</u>
Executive Director	18-C	18-D	6/12/27	74.73	0	2,080	0	155,438	2,267		157,705
Executive Administrative Assistant	12-B	12-C	1/27/27	28.74	0	2,080	0	59,779	1,993	---	61,772
Financial Services Manager	17-D	17-E	11/4/27	50.17	0	2,080	0	104,354	4,783	---	109,136
Accounting Technician II	11-C	11-D	11/27/26	28.01	0	2,080	0	58,261	2,428	---	60,688
Accounting Technician II	11-C	11-D	07/08/27	28.01	0	2,080	0	58,261	728	---	58,989
Total Administration & Finance											448,291
Housing Service Manager	14-D	14-E	03/14/27	38.55	0	2,080	0	80,184	2,172	---	82,356
FSS/ROSS Coordinator	9-C	9-D	11/21/26	23.54	0	2,080	0	48,963	2,040	---	51,003
Office Assistant	1-C	1-D	11/05/26	18.20	0	2,080	0	37,856	1,735	---	39,591
Occupancy Specialist II	3-D	3-E	09/26/26	20.77	0	2,080	0	43,202	0	---	43,202
Occupancy Specialist II	3-F	3-F	08/27/27	22.90	0	2,080	0	47,632	0	---	47,632
Occupancy Specialist II (HCV)	3-F	3-F	03/06/27	22.90	0	2,080	0	47,632	0	---	47,632
Occupancy Specialist II (HCV)	3-C	3-D	04/11/27	19.78	0	2,080	0	41,142	0	---	41,142
Inspector	6-E	6-F	01/29/27	23.49	0	2,080	0	48,859	1,629	---	50,488
Procurement and Compliance Analyst	13-C	N/A	---	33.33	0	2,080	0	69,326	0	---	69,326
Housing Programs Manager	15-D	15-E	01/17/27	38.65	0	2,080	0	80,392	2,847	---	83,239
Total Housing Services											555,612
Maintenance Services Manager	16-D	16-E	06/05/27	42.16	0	2,080	0	87,693	1,462	---	89,154
Maintenance Lead	10-F	10-F	09/04/27	30.09	0	2,080	0	62,587	0	---	62,587
Maintenance Worker II	7-F	7-F	02/24/27	25.93	0	2,080	0	53,934	1,573	---	55,507
Maintenance Worker II	7-C	7-D	01/27/27	22.40	0	2,080	0	46,592	1,553	---	48,145
Maintenance Worker II	7-F	7-F	08/03/27	25.93	0	2,080	0	53,934	449	---	54,384
Maintenance Worker I	4-F	4-F	01/31/27	24.06	0	2,080	0	50,045	1,668	---	51,713
Maintenance Worker II	7-F	7-F	03/21/27	25.93	0	2,080	0	53,934	0	---	53,934
Total Property Services											415,425
Migrant Center Supervisor	8-F	8-F	11/21/26	26.58	0	2,080	0	55,286	2,304	---	57,590
Maintenance Worker II	7-E	7-F	05/09/27	24.69	---	2,080	0	51,355	963	---	52,318
Total Migrant Center											109,908
Total Budgeted Payroll for FYE 09/30/2027											1,529,236

HOUSING AUTHORITY OF THE CITY OF MADERA
SALARY AND BENEFIT PROJECTIONS
FY 2026-2027

Position	Total Salary	PERS	Def Comp	Health	Life Insurance	LTD	EAP	Work Comp	SUI	Medicare	Total Benefits	Total Salary & Benefits
Executive Director	157,705	60,007	9,935	20,724	240	396	139	5,410	1,577	2,287	100,715	258,420
Executive Administrative Assistant	61,772	22,114	3,892	11,028	94	155	139	2,119	618	896	41,054	102,826
Financial Services Manager	109,136	39,071	6,876	11,028	166	274	139	3,744	1,091	1,582	63,971	173,108
Accounting Technician II	60,688	21,726	3,823	26,460	92	152	139	2,082	607	880	55,962	116,650
Accounting Technician II	58,989	21,118	3,716	20,724	90	148	139	2,024	590	855	49,404	108,393
Total Administration & Finance	448,291	164,037	28,242	89,964	683	1,126	693	15,378	4,483	6,500	311,106	759,397
Housing Service Manager	82,356	29,483	5,188	26,460	125	207	139	2,825	824	1,194	66,445	148,801
FSS/ROSS Coordinator	51,003	18,259	3,213	20,724	78	128	139	1,750	510	740	45,540	96,543
Office Assistant	39,591	14,174	2,494	20,724	60	99	139	1,358	396	574	40,018	79,609
Occupancy Specialist II	43,202	15,466	2,722	11,028	66	108	139	1,482	432	626	32,069	75,271
Occupancy Specialist II	47,632	23,830	3,001	26,460	73	120	139	1,634	476	691	56,423	104,055
Occupancy Specialist II (HCV)	47,632	17,052	3,001	11,028	73	120	139	1,634	476	691	34,213	81,845
Occupancy Specialist II (HCV)	41,142	14,729	2,592	0	63	103	139	1,411	411	597	20,045	61,187
Inspector	50,488	18,075	3,181	20,724	77	127	139	1,732	505	732	45,291	95,778
Procurement and Compliance Analyst	69,326	24,819	4,368	26,460	106	174	139	2,378	693	1,005	60,141	129,468
Housing Programs Manager	83,239	29,800	5,244	0	127	209	139	2,855	832	1,207	40,413	123,652
	555,612	205,687	35,004	163,608	846	1,395	1,387	19,060	5,556	8,056	440,599	996,210
Maintenance Services Manager	89,154	31,917	5,617	26,460	136	224	139	3,058	892	1,293	69,735	158,889
Maintenance Lead	62,587	31,312	3,943	20,724	95	157	139	2,147	626	908	60,051	122,638
Maintenance Worker II	55,507	19,872	3,497	11,028	85	139	139	1,904	555	805	38,023	93,531
Maintenance Worker II	48,145	17,236	3,033	11,028	73	121	139	1,652	481	698	34,461	82,606
Maintenance Worker II	54,384	19,469	3,426	11,028	83	137	139	1,866	544	789	37,480	91,864
Maintenance Worker I	51,713	25,872	3,258	11,028	79	130	139	1,774	517	750	43,546	95,259
Maintenance Worker II	53,934	19,309	3,398	11,028	82	135	139	1,850	539	782	37,262	91,197
	415,425	164,987	26,172	102,324	633	1,043	971	14,251	4,154	6,024	320,558	735,984
Migrant Center Supervisor	57,590	28,812	3,628	11,028	88	145	139	1,976	576	835	47,226	104,816
Maintenance Worker II	52,318	19,907	3,296	26,460	80	131	139	1,795	523	759	53,089	105,407
	109,908	48,719	6,924	37,488	167	276	277	3,770	1,099	1,594	100,315	210,223
Total Budgeted Payroll for FYE 09/30/27	1,529,236	583,430	96,342	393,384	2,329	3,840	3,329	52,458	15,292	22,174	1,172,579	2,701,814

Salaries & Benefits



**HOUSING AUTHORITY OF THE CITY OF MADERA
SALARY AND BENEFIT ALLOCATIONS BY PROGRAM
FISCAL YEAR 2026-2027**

Position	Total Salary & Benefits	Revolving	Fund	Public Housing	Farm Labor	Migrant Center	FSS	Housing Choice Voucher					
Executive Director	258,420	35%	90,447	25%	64,605	10%	25,842	0%	-	0%	-	30%	77,526
Executive Administrative Assistant	102,826	22%	22,622	42%	43,187	15%	15,424	0%	-	0%	-	21%	21,593
Financial Services Manager	173,108	20%	34,622	25%	43,277	10%	17,311	0%	-	0%	-	45%	77,898
Accounting Technician II	116,650	10%	11,665	60%	69,990	25%	29,163	0%	-	0%	-	5%	5,833
Accounting Technician II	108,393	20%	21,679	54%	58,532	23%	24,930	0%	-	0%	-	3%	3,252
Total Administration & Finance	759,397	24%	181,034	37%	279,591	15%	112,670	0%	-	0%	-	25%	186,102
Housing Service Manager	148,801	25%	37,200	1%	1,488	1%	1,488	0%	-	0%	-	73%	108,625
FSS/ROSS Coordinator	96,543	0%	-	0%	-	0%	-	0%	-	100%	96,543	0%	-
Office Assistant	79,609	39%	31,048	19%	15,126	5%	3,980	0%	-	0%	-	37%	29,455
Occupancy Specialist II	75,271	0%	-	70%	52,690	30%	22,581	0%	-	0%	-	0%	-
Occupancy Specialist II	104,055	0%	-	70%	72,838	30%	31,216	0%	-	0%	-	0%	-
Occupancy Specialist II (HCV)	81,845	0%	-	0%	-	0%	-	0%	-	0%	-	100%	81,845
Occupancy Specialist II (HCV)	61,187	0%	-	0%	-	0%	-	0%	-	0%	-	100%	61,187
Inspector	95,778	0%	-	22%	21,071	8%	7,662	0%	-	0%	-	70%	67,045
Procurement and Compliance Analyst	129,468	0%	-	100%	129,468	0%	-	0%	-	0%	-	0%	-
Housing Programs Manager	123,652	12%	14,838	58%	71,718	29%	35,859	0%	-	0%	-	1%	1,237
Total Housing Services	996,210	8%	83,086	37%	364,399	10%	102,788	0%	-	10%	96,543	35%	349,394
Maintenance Services Manager	158,889	16%	25,422	74%	117,578	10%	15,889	0%	-	0%	-	0%	-
Maintenance Lead	122,638	10%	12,264	63%	77,262	27%	33,112	0%	-	0%	-	0%	-
Maintenance Worker II	93,531	0%	-	100%	93,531	0%	-	0%	-	0%	-	0%	-
Maintenance Worker II	82,606	0%	-	0%	-	100%	82,606	0%	-	0%	-	0%	-
Maintenance Worker II	91,864	0%	-	100%	91,864	0%	-	0%	-	0%	-	0%	-
Maintenance Worker II	95,259	5%	4,763	68%	64,776	27%	25,720	0%	-	0%	-	0%	-
Maintenance Worker II	91,197	0%	-	100%	91,197	0.00%	-	0%	-	0%	-	0%	-
Total Property Services	735,984	6%	42,449	73%	536,207	21%	157,327	0%	-	0%	-	0%	-
Migrant Center Supervisor	104,816	0%	-	0%	-	0%	-	100%	104,816	0%	-	0%	-
Maintenance Worker II	105,407	0%	-	0%	-	0%	-	100%	105,407	0%	-	0%	-
Total Migrant Center	210,223	0%	-	0%	-	0%	-	100%	210,223	0%	-	0%	-
Total Budgeted Payroll for FYE 09/30/2027	2,701,814	11%	306,569	44%	1,180,198	14%	372,785	8%	210,223	4%	96,543	20%	535,496

HOUSING AUTHORITY OF THE CITY OF MADERA
SALARY AND BENEFIT ALLOCATIONS BY PROGRAM
FISCAL YEAR 2026-2027

Position	FTE	Total Salary	Pers	Def Comp	Health	STD Insur	STD LTD	Insight	Wrk Comp	SUI	Medi	Total Benefits	Total Salary & Benefits	Total Benefits (Health)	Total Benefits (PERS, Tax, Etc.)
Executive Director	35.00%	55,197	21,002	3,477	7,253	84	139	49	1,893	552	800	35,250	90,447	7,525	27,726
Executive Administrative Assistant	22.00%	13,590	4,865	856	2,426	21	34	31	466	136	197	9,032	22,622	2,511	6,520
Financial Services Manager	20.00%	21,827	7,814	1,375	2,206	33	55	28	749	218	316	12,794	34,622	2,321	10,473
Accounting Technician II	10.00%	6,069	2,173	382	2,646	9	15	14	208	61	88	5,596	11,665	2,684	2,912
Accounting Technician II	20.00%	11,798	4,224	743	4,145	18	30	28	405	118	171	9,881	21,679	4,220	5,661
Office Assistant	39.00%	15,441	5,528	973	8,082	24	39	54	530	154	224	15,607	31,048	8,199	7,408
Housing Service Manager	25.00%	20,589	7,371	1,297	6,615	31	52	35	706	206	299	16,611	37,200	6,733	9,879
Housing Compliance Manager	12.00%	9,989	3,576	629	-	15	25	17	343	100	145	4,850	14,838	57	4,793
Maintenance Services Manager	16.00%	14,265	5,107	899	4,234	22	36	22	489	143	207	11,158	25,422	4,313	6,844
Maintenance Lead	10.00%	6,259	3,131	394	2,072	10	16	14	215	63	91	6,005	12,264	2,112	3,894
Maintenance Worker I	5.00%	2,586	1,294	163	551	4	6	7	89	26	37	2,177	4,763	569	1,609
Total Revolving Fund		177,608	66,084	11,189	40,231	271	446	297	6,093	1,776	2,575	128,961	306,569	41,244	87,717
Executive Director	25.00%	39,426	15,002	2,484	5,181	60	99	35	1,352	394	572	25,179	64,605	5,375	19,804
Executive Administrative Assistant	42.00%	25,944	9,288	1,634	4,632	40	65	58	890	259	376	17,243	43,187	4,795	12,448
Financial Services Manager	25.00%	27,284	9,768	1,719	2,757	42	69	35	936	273	396	15,993	43,277	2,902	13,091
Accounting Technician II	60.00%	36,413	13,036	2,294	15,876	55	91	83	1,249	364	528	33,577	69,990	16,106	17,471
Accounting Technician II	54.00%	31,854	11,404	2,007	11,191	49	80	75	1,093	319	462	26,678	58,532	11,394	15,284
Housing Service Manager	1.00%	824	295	52	265	1	2	1	28	8	12	664	1,488	269	395
FSS/ROSS Coordinator	0.00%	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Office Assistant	19.00%	7,522	2,693	474	3,938	11	19	26	258	75	109	7,603	15,126	3,994	3,609
Occupancy Specialist II	70.00%	30,241	10,826	1,905	7,720	46	76	97	1,037	302	438	22,448	52,690	7,939	14,510
Occupancy Specialist II	70.00%	33,342	16,681	2,101	18,522	51	84	97	1,144	333	483	39,496	72,838	18,754	20,742
Inspector	22.00%	11,107	3,976	700	4,569	17	28	31	381	111	161	9,964	21,071	4,635	5,329
Procurement and Compliance Analyst	100.00%	69,326	24,819	4,368	26,460	106	174	139	2,378	693	1,005	60,141	129,468	26,878	33,263
Housing Programs Manager	58.00%	48,279	17,284	3,042	-	74	121	80	1,656	483	700	23,440	71,718	275	23,164
Maintenance Services Manager	74.00%	65,974	23,619	4,156	19,580	100	166	103	2,263	660	957	51,604	117,578	19,949	31,655
Maintenance Lead	63.00%	39,430	19,727	2,484	13,056	60	99	87	1,353	394	572	37,832	77,262	13,303	24,530
Maintenance Worker II	100.00%	55,507	19,872	3,497	11,028	85	139	139	1,904	555	805	38,023	93,531	11,391	26,633
Maintenance Worker II	100.00%	53,934	19,309	3,398	11,028	82	135	139	1,850	539	782	37,262	91,197	11,384	25,878
Maintenance Worker II	100.00%	54,384	19,469	3,426	11,028	83	137	139	1,866	544	789	37,480	91,864	11,386	26,094
Maintenance Worker I	68.00%	35,165	17,593	2,215	7,499	54	88	94	1,206	352	510	29,611	64,776	7,735	21,876
Total Public Housing		665,958	254,660	41,955	174,319	1,014	1,672	1,458	22,845	6,660	9,656	514,239	1,180,198	178,464	335,776



Housing Authority of the City of Madera

BOARD MEMORANDUM

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

BOARD MEETING: September 9, 2026

AGENDA ITEM: C-3

FROM: Blanca Mendoza-Navarro, Executive
Director

AUTHOR: Megan Crouch, Legal Counsel

DATE: September 2, 2026

SUBJECT: RESOLUTION No. 1384 of the Housing Authority of the City of Madera (HACM) approving Amendment to the Executive Director Employment Agreement – Step Increase

EXECUTIVE SUMMARY:

The purpose of this memo is to seek approval from the Board of Commissioners of the Housing Authority of the City of Madera (HACM) of an Amendment to the Executive Director's Employment Agreement – Step Increase

The Executive Director's compensation and terms of employment are established pursuant to an Employment Agreement approved by the Board of Commissioners.

Pursuant to the terms of the Employment Agreement and HACM's established compensation practices, the Executive Director is eligible for consideration of a step increase upon successful completion of the applicable performance evaluation.

The Executive Director has successfully completed the required performance evaluation. Based upon the successful evaluation, the Executive Director has satisfied the applicable condition for the step increase.

The eligibility date for the step increase is June 12, 2026. Because the Board's formal approval of the contract amendment is occurring after that date, the proposed amendment expressly provides for a retroactive effective date of June 12, 2026.

The proposed action does not alter the Executive Director's title, duties, term of employment, or other provisions of the Employment Agreement, except for the compensation adjustment expressly provided in the amendment.

LEGAL AUTHORITY





Housing Authority of the City of Madera

The Board of Commissioners has authority to establish the terms and conditions of the Executive Director's employment, including compensation, and to approve amendments to the Executive Director's Employment Agreement.

Because the proposed step increase modifies the compensation established by the existing Employment Agreement, formal Board approval of the contract amendment is appropriate.

The proposed amendment identifies the effective date and amount of the salary adjustment and provides for payment of the salary differential attributable to the period beginning June 12, 2026.

RECOMMENDATION:

General Counsel recommends that the Board of Commissioners approve the attached Amendment to the Executive Director Employment Agreement providing for a step increase in the Executive Director's annual base salary, effective retroactively to June 12, 2026, following the successful completion of the Executive Director's performance evaluation.

The proposed amendment will establish the Executive Director's adjusted salary effective June 12, 2026, and authorize the payment of the resulting retroactive salary differential from June 12, 2026, through the date the adjusted compensation is implemented in payroll.

FISCAL IMPACT:

The proposed increase will result in an estimated additional annual salary expense of \$155,436 plus any applicable employer-paid payroll taxes and benefits.

HACM's Finance Department has determined that sufficient funds are available within HACM's approved FY 2025-2026 operating budget to accommodate the proposed adjustment.

The compensation should be charged to the appropriate administrative/operating funding source in accordance with HACM's applicable budget and program requirements.





Housing Authority of the City of Madera

BOARD MEMORANDUM

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

BOARD MEETING: September 9, 2026

AGENDA ITEM: C-4

FROM: Blanca Mendoza-Navarro, Executive
Director

AUTHOR: Blanca Mendoza-Navarro, Executive Director

DATE: September 2, 2026

SUBJECT: RESOLUTION No. 1385 of the Housing Authority of the City of Madera (HACM) authorizing the Executive Director to execute and submit electronically Form 50071, SF-424 (application for federal assistance) and related forms for CY2027 Public Operating Subsidy Funding to HUD by the deadline of September 30, 2026.

EXECUTIVE SUMMARY:

The purpose of this memorandum is to inform the Board of Commissioners of the Housing Authority of the City of Madera (HACM) regarding the annual Public Housing Operating Fund subsidy submission and to request authorization for the Executive Director and Board Chair to execute and electronically submit the required U.S. Department of Housing and Urban Development (HUD) documents for Calendar Year (CY) 2027 Public Housing Operating Fund subsidy.

Each year, HUD provides Operating Fund subsidy to eligible public housing agencies (PHAs) to assist with the operating and maintenance costs of their public housing programs. The Operating Fund is administered on a project-based basis.

For CY 2027, HACM is required to submit the applicable Operating Fund information and certifications for each public housing project identified in HUD's Inventory Management System/Public and Indian Housing Information Center (IMS/PIC), or successor system.

PUBLIC HOUSING PORTFOLIO

HACM currently has two (2) public housing projects identified in HUD's applicable inventory systems:

- CA069000001 – 128 units
- CA069000002 – 116 units

Together, these projects comprise 244 public housing units.





Housing Authority of the City of Madera

The Operating Fund subsidy is intended to assist HACM with eligible operating and maintenance expenses associated with its Public Housing program.

CY 2027 FUNDING AMOUNT

As of the date of this memorandum, HUD has not yet posted HACM's final CY 2027 Public Housing Operating Fund subsidy amount.

Therefore, no specific dollar amount is being presented for Board approval at this time. The final CY 2027 Operating Fund subsidy amount will be determined by HUD based upon the applicable Operating Fund calculations, federal funding availability, and HUD requirements.

The accompanying Resolution does not approve a specific subsidy amount. Rather, it authorizes the Executive Director and Board Chair to complete, execute, and submit the required CY 2027 Operating Fund application, certifications, and related documentation based on the amount calculated, established, or made available by HUD.

HUD SUBMISSION DEADLINE

HUD's Operating Fund submission schedule for PHAs with a fiscal year beginning October 1, 2026, requires the applicable Board Resolution to be submitted by September 30, 2026.

HACM's next regularly scheduled Board meeting is October 14, 2026, which occurs after the HUD deadline. Accordingly, staff requests that the Board adopts the accompanying Resolution at its September 9, 2026 Regular Meeting. Approval at this meeting will allow Staff to submit the required Board Resolution by the HUD deadline and avoid delay in the CY 2027 Operating Fund submission.

The Resolution also authorizes the Executive Director and Board Chair to execute and submit the SF-424, Form HUD-50071, operating subsidy calculations, certifications, and other related documents within the applicable HUD submission deadlines.

RECOMMENDATION:

Staff recommends that the Board of Commissioners adopt the accompanying Resolution authorizing the Executive Director and Board Chair to:

1. Apply for CY 2027 Public Housing Operating Fund subsidy for HACM's eligible public housing projects;
2. Execute and electronically submit Form HUD-50071, SF-424 (Application for Federal Assistance), operating subsidy calculations, certifications, and other required HUD forms and documentation;
3. Submit the required documentation within the deadlines established by HUD;
4. Submit the CY 2027 Operating Fund application based upon the amount calculated, established, or made available by HUD; and





Housing Authority of the City of Madera

5. Report the final CY 2027 Operating Fund subsidy amount to the Board once HUD posts or otherwise formally communicates the amount to HACM.

FISCAL IMPACT:

The final CY 2027 Public Housing Operating Fund subsidy amount has not yet been posted by HUD and therefore cannot be stated at this time.

Once determined by HUD, the Operating Fund subsidy will provide federal funding to support eligible operating and maintenance expenses of HACM's Public Housing program.

The adoption of the accompanying Resolution does not constitute approval of a specific dollar amount of federal funding and does not guarantee a particular level of subsidy. The final funding amount will be determined by HUD and incorporated into HACM's financial and budget records upon receipt or notification.

No specific CY 2027 Operating Fund subsidy amount is being appropriated or approved by the Board through this action.



RESOLUTION NO. 1385

RESOLUTION NO. 1385 OF THE HOUSING AUTHORITY OF THE CITY OF MADERA (HACM) AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE AND SUBMIT ELECTRONICALLY THE FORM 50071, SF-424 (APPLICATION FOR FEDERAL ASSISTANCE) AND RELATED FORMS FOR CY2027 PUBLIC OPERATING SUBSIDY FUNDING.

A. **WHEREAS**, the Housing Authority for the City of Madera (“Housing Authority”) was established to promote and preserve affordable housing for low income tenants throughout the County of Madera;

B. **WHEREAS**, each year, HUD through the Operating Fund Program provides operating subsidy grants for public housing at the project level on a calendar year basis;

C. **WHEREAS**, for calendar year 2027, the HUD Operating Fund Program is anticipated to be allocated by Congress through the Further Consolidated Appropriations Act, wherein in order to apply and receive Operating Fund Program funding, public housing agencies are required to electronically submit operating grant calculations for each Public Housing Project identified in HUD’s Inventory Management System-Public and Indian Housing (PIH) Information Center (IMS-PIC);

D. **WHEREAS**, the Housing Authority has two (2) projects identified in HUD’s PIC system, 128 units in CA069000001 and 116 units in CA069000002 for a total of 244 Public Housing Units;

E. **WHEREAS**, HUD has estimated that the Housing Authority can receive as much as \$927,149 in Public Housing Operating Fund Program Subsidy for the 244 Public Housing units for the CY 2026; and

F. **WHEREAS**, the Operating Fund Program requires electronic submission from the Executive Director and the Board Chair no later than October 21, 2025, and must include the appropriate Board authorizing resolution.

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. Authorizing the Executive Director to Execute and Submit to HUD, form 50071, SF-424 (application for federal assistance) and related forms for CY2026 Public Operating Subsidy Funding and Related Forms. After full deliberation and consideration, the Board of Commissioners herein authorizes the Executive Director of the Housing Authority and Board Chair to execute and electronically submit to HUD, form 50071, SF-424 (application for federal assistance) and related forms for CY2026 Public Operating Subsidy Funding and Related Forms.

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 1st day of October 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Anita Evans, Board Chair

Blanca Mendoza-Navarro
Executive Director

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 October 9th, 2024, and swears or confirms, that the foregoing information in this resolution is true and correct and has not been altered or amended

By: _____
Giselle Flores, Executive Administrative Assistant

Approved as to Legal Form:

Megan Crouch, General Counsel



Housing Authority of the City of Madera

BOARD MEMORANDUM

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

BOARD MEETING: September 9, 2026

AGENDA ITEM: C-5

FROM: Blanca Mendoza-Navarro, Executive
Director

AUTHOR: Blanca Mendoza-Navarro, Executive Director

DATE: September 3, 2026

SUBJECT: Amendment to Resolution No. 1378 – Designation of Alternate Commissioner for Out-of-State Travel to the 2026 National NAHRO Conference Meeting in Denver Co, October 14, 2026, Through October 17, 2026, alternate attendee.

EXECUTIVE SUMMARY:

At the August 12, 2026, Regular meeting, the Board of Commissioners considered and approved Resolution No. 1378 authorizing out-of-state travel for the 2026 National Association of Housing and Redevelopment Officials (NAHRO) Conference in Denver, Colorado, scheduled for October 14 through October 17, 2026.

During that meeting the Board of Commissioners approved out-of-state travel for the Chair and Vice Chair to attend the National NAHRO conference. Vice Chair is no longer able to attend. Staff is requesting that the Board amend the prior authorization to designated an alternate Commissioner to attend the 2026 National NAHRO conference in place of the Vice Chair.

The proposed amendment does not change the conference, date, location, or the previously authorized purpose of the travel. The alternate Commissioner would be subject to the same applicable provisions of HACM's Travel and Training Policy and the previously travel parameters.

Reservations have by made for the conference and Commissioners track, these reservations can be transferred if this amendment is approved.

The previously approved memo identified the conference as an opportunity for Commissioners and staff to receive current HUD regulatory and legislative information, strengthen governance, and oversight responsibilities, learn industry best practices, network with housing professionals and federal partners, and support HACM's long-term strategic goals.

As mentioned above, the conference also offers Commissioner Fundamental Training focused on governance, fiduciary oversight, ethics, strategic leadership, and Board responsibilities.





Housing Authority of the City of Madera

RECOMMENDATION:

Staff recommends that the Board of Commissioners:

1. Approve an amendment to Resolution No. 1378 to replace the Vice Chair as the designated Board representative for the 2026 National NAHRO Conference with an alternate Commissioner,
2. Authorize Commissioner to attend the 2026 National NAHRO Conference in Denver, Colorado, October 14–17, 2026, subject to HACM's Travel and Training Policy and the previously approved travel authorization; and
3. Confirm that all other provisions of Resolution No. 1378 remain in full force and effect.

FISCAL IMPACT:

The previously approved estimated cost for a Commissioner attendee was approximately \$3,442, including registration, airfare, lodging, meals, and incidental expenses.

The substitution of one Commissioner for another is not anticipated to increase the previously authorized Commissioner travel allocation, provided the alternate's actual expenses remain within HACM's applicable travel policy and the previously approved authorization.

Conference-related expenses will be incurred during Fiscal Year 2026-2027.





Housing Authority of the City of Madera

BOARD MEMORANDUM

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

BOARD MEETING: September 9, 2026

AGENDA ITEM: C-6

FROM: Blanca Mendoza-Navarro, Executive
Director

AUTHOR: Lucia Lopez, Housing Services Manager

DATE: September 1, 2026

SUBJECT: INFORMATIONAL ITEM – FY 2026-2027 Fair Market Rents and the Housing Choice Voucher (HCV) Payment Standards

EXECUTIVE SUMMARY:

The purpose of this memo is to provide an overview of HUD's recently published 2027 Fair Market Rents (FMRs) and to outline key implications for the Housing Authority of the City of Madera's (HACM) Housing Choice Voucher (HCV) and Project-Based Voucher (PBV) programs. This item is presented for informational purposes only.

HUD updates FMRs annually to reflect changes in local rental markets. These figures serve as a guide for Public Housing Agencies (PHAs) when establishing payment standards, calculating subsidies, and evaluating rent reasonableness.

Upon review of the 2027 Fair Market Rents (FMRs) for Madera County, HACM identified an average increase of approximately 12% across all bedroom sizes compared with the 2026 FMRs. HUD allows PHAs to establish payment standards between 90% and 110% of the published FMRs. As a result, the higher FMRs increase the allowable range for subsidy calculations.

Staff is currently reviewing the newly published FMRs and will prepare internal and external communications, as well as update the information on HACM's website. The increase in FMRs is expected to expand leasing opportunities for program participants. However, staff will continue to closely monitor monthly Housing Assistance Payments (HAP) to ensure program expenditure remains within budget and to mitigate any risk of a funding shortfall.

The FMRs and corresponding payment standards will be effective October 1, 2026.

RECOMMENDATION:

The item is informational only.





Housing Authority of the City of Madera

FISCAL IMPACT:

There is no immediate fiscal impact. The new payment standards will become effective October 1, 2026, for new admissions and participant transfers. For annual recertifications, the new payment standards will apply to households with anniversary dates of January 1, 2027, or later.





Housing Authority of the City of Madera

BOARD MEMORANDUM

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

BOARD MEETING: September 9, 2026

AGENDA ITEM: C-7

FROM: Blanca Mendoza-Navarro, Executive
Director

AUTHOR: Blanca Mendoza-Navarro, Executive Director

DATE: September 1, 2026

SUBJECT: CONSIDERATION/DISCUSSION ITEM: Cancellation of November 11, 2026, Regular Scheduled Board Meeting of the Housing Authority of the City of Madera due to Veteran's Day Holiday.

EXECUTIVE SUMMARY:

The purpose of this memo is to request the Board of Commissioners consider approval of the cancellation of the regularly scheduled meeting on November 11, 2026, Regular Scheduled meeting. Staff also request consideration of an alternative date for a Special Meeting to be held on either November 10, 2026, or November 12, 2026.

The November 11, 2026, Regular Meeting falls on Veterans Day, a recognized holiday. As a result, staff recommends cancelling the regularly scheduled meeting and rescheduling Board business to a Special Meeting.

RECOMMENDATION:

Staff recommends that the Board of Commissioners approve the cancellation of the November 11, 2026, Regular Meeting and consider holding a Special Meeting on either Tuesday, November 10, 2026, at 6:00 p.m. or Thursday, November 12, 2026, at 6:00 p.m.

FISCAL IMPACT:

There will be no fiscal impact on this item.



HOUSING AUTHORITY OF THE CITY OF MADERA
SALARY AND BENEFIT ALLOCATIONS BY PROGRAM
FISCAL YEAR 2026-2027

Position	FTE	Total Salary	Pers	Def Comp	Health	STD Insur	STD LTD	Insight	Wrk Comp	SUI	Medi	Total Benefits	Total Salary & Benefits	Total Benefits (Health)	Total Benefits (PERS, Tax, Etc.)
Executive Director	10.00%	15,771	6,001	994	2,072	24	40	14	541	158	229	10,071	25,842	2,150	7,922
Executive Administrative Assistant	15.00%	9,266	3,317	584	1,654	14	23	21	318	93	134	6,158	15,424	1,712	4,446
Financial Services Manager	10.00%	10,914	3,907	688	1,103	17	27	14	374	109	158	6,397	17,311	1,161	5,236
Accounting Technician II	25.00%	15,172	5,432	956	6,615	23	38	35	520	152	220	13,991	29,163	6,711	7,280
Accounting Technician II	23.00%	13,567	4,857	855	4,767	21	34	32	465	136	197	11,363	24,930	4,853	6,510
Housing Service Manager	1.00%	824	295	52	265	1	2	1	28	8	12	664	1,488	269	395
Office Assistant	5.00%	1,980	709	125	1,036	3	5	7	68	20	29	2,001	3,980	1,051	950
Occupancy Specialist II	30.00%	12,960	4,640	817	3,308	20	33	42	445	130	188	9,621	22,581	3,402	6,218
Occupancy Specialist II	30.00%	14,290	7,149	900	7,938	22	36	42	490	143	207	16,927	31,216	8,037	8,890
Inspector	8.00%	4,039	1,446	254	1,658	6	10	11	139	40	59	3,623	7,662	1,685	1,938
Housing Programs Manager	29.00%	24,139	8,642	1,521	-	37	61	40	828	241	350	11,720	35,859	138	11,582
Maintenance Services Manager	10.00%	8,915	3,192	562	2,646	14	22	14	306	89	129	6,973	15,889	2,696	4,278
Maintenance Lead	27.00%	16,899	8,454	1,065	5,595	26	42	37	580	169	245	16,214	33,112	5,701	10,513
Maintenance Worker I	27.00%	13,962	6,985	880	2,978	21	35	37	479	140	202	11,757	25,720	3,071	8,686
Maintenance Worker II	100.00%	48,145	17,236	3,033	11,028	73	121	139	1,652	481	698	34,461	82,606	11,361	23,100
Total Farm Labor		210,843	82,261	13,283	52,663	321	529	485	7,233	2,108	3,057	161,942	372,785	53,999	107,943
Migrant Center Supervisor	100.00%	57,590	28,812	3,628	11,028	88	145	139	1,976	576	835	47,226	104,816	11,399	35,827
Maintenance Worker II	100.00%	52,318	19,907	3,296	26,460	80	131	139	1,795	523	759	53,089	105,407	26,810	26,280
Total Pomona Ranch		109,908	48,719	6,924	37,488	167	276	277	3,770	1,099	1,594	100,315	210,223	38,209	62,107
Executive Director	30.00%	47,312	18,002	2,981	6,217	72	119	42	1,623	473	686	30,214	77,526	6,450	23,765
Executive Administrative Assistant	21.00%	12,972	4,644	818	2,316	20	33	29	445	130	188	8,622	21,594	2,397	6,225
Financial Services Manager	45.00%	49,111	17,582	3,094	4,963	75	123	62	1,685	491	712	28,787	77,898	5,223	23,564
Accounting Technician II	5.00%	3,034	1,086	191	1,323	5	8	7	104	30	44	2,798	5,833	1,342	1,456
Accounting Technician II	3.00%	1,770	634	111	622	3	4	4	61	18	26	1,482	3,252	633	849
Housing Service Manager	73.00%	60,120	21,523	3,788	19,316	92	151	101	2,062	601	872	48,505	108,625	19,660	28,846
Office Assistant	37.00%	14,649	5,244	923	7,668	22	37	51	503	146	212	14,807	29,455	7,778	7,028
Occupancy Specialist II (HCV)	100.00%	47,632	17,052	3,001	11,028	73	120	139	1,634	476	691	34,213	81,845	11,359	22,854
Occupancy Specialist II (HCV)	100.00%	41,142	14,729	2,592	-	63	103	139	1,411	411	597	20,045	61,187	305	19,740
Inspector	70.00%	35,341	12,652	2,227	14,507	54	89	97	1,212	353	512	31,703	67,045	14,746	16,957
Housing Programs Manager	1.00%	832	298	52	-	1	2	1	29	8	12	404	1,237	5	399
Total Housing Choice Voucher		313,916	113,446	19,778	67,959	478	788	673	10,768	3,139	4,552	221,581	535,497	69,898	151,683
FSS/ROSS Coordinator	100.00%	51,003	18,259	3,213	20,724	78	128	139	1,750	510	740	45,540	96,543	21,068	24,472
Total FSS		51,003	18,259	3,213	20,724	78	128	139	1,750	510	740	45,540	96,543	21,068	24,472
Total Salary & Benefits by Pgrm.for FYE 09/30/27		1,529,236	583,430	96,343	393,384	2,329	3,840	3,329	52,458	15,292	22,174	1,172,580	2,701,815	402,882	769,697



Housing Authority of the City of Madera

BOARD MEMORANDUM

TO: Board of Commissioners

BOARD MEETING: September 9, 2026

Housing Authority of the City of Madera

AGENDA ITEM: E-1

FROM: Blanca Mendoza-Navarro, Executive Director

AUTHOR: Blanca Mendoza-Navarro, Executive Director

DATE: September 3, 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	Section 8											
Households Assisted	611	609	603	599	601	597	599	599				
YTD Lease Up projection	76%	76%	75%	74%	75%	74%	74%	74%				
MTD HAP Expenses	\$524,583.00	\$521,334	\$515,253	\$527,073	\$550,637	\$559,699	\$559,697	\$559,697				
Waiting List	269	269	269	269	269	288	2,841	2,841				
Public Housing	Public Housing											
Vacancies	3	2	2	3	2	4	4	3				
Waiting List	3,099	3,116	3,158	3,229	3,229	3,283	3,283	3,282				
Unit Turnover	0	2	2	2	1	2	1	6				
Farm Labor	Farm Labor											
Vacancies	2	0	0	0	0	1	1	0				
Waiting List	18	20	19	18	16	17	15	17				
Unit Turnover	0	2	2	0	0	0	0	0				
MAINTENANCE	MAINTENANCE											
Public Housing	Public Housing											
Open Work Orders	70	53	115	16	34	63	41	25				
Average days	19.91	10.56	14.02	5.11	10.4	22.95	12.72	13.94				
Farm Labor	Farm Labor											
Open Work Orders	48	150	150	73	62	63	83	64				
Average days	25.46	26	26	16.72	20.1	22.95	21.59	22.71				

*The numbers above reflect as of the 24th of each month.

August 2025 vs. August 2026 Comparison

Housing Choice Voucher (HCV / Section 8)

Metric	August 2025	August 2026	YoY Change
Households Assisted	649	599	▼ 52
Lease-Up Rate	81%	74%	▼ 7 pts
Monthly HAP	\$584,239	\$559,697	▼ \$24,542
Waiting List	269	2,841	▲ 2,572

Summary: HCV utilization continued to decline in August 2026. The reduction in leasing activity resulted in fewer households assisted and lower HAP expenditures compared to August 2025. Lease-up rates dropped by seven percentage points, reflecting ongoing constraints related to HUD shortfall prevention measures and limited unit





Housing Authority of the City of Madera

availability. Monthly HAP decreased by \$26,591, consistent with reduced leasing and lower average subsidy costs. HACM is no longer in shortfall status; however, staff continue to closely monitor leasing levels, HAP expenditures, and cost-saving measures to ensure the program does not fall back into shortfall.

Public Housing

Metric	August 2025	August 2026	YoY Change
Vacancies	1	3	▲ 2
Waiting List	3028	3283	▲ 255
Unit Turnover	0	5	▲ 5

Summary: Occupancy decreased slightly; 5 turnovers in August 2026, slightly helped admissions from the waiting list despite continued demand. These numbers show the need to explore options such as Repositioning our PH portfolio, access Section 18 Blend project, and/or Rebuild and Restore to name a few.

Farm Labor Housing

Metric	August 2025	August 2026	YoY Change
Vacancies	0	0	0
Waiting List	12	17	▲ 5
Unit Turnover	0	1	▲ 1

Summary: Demand increased slightly year over year while turnover increased, tightening availability with full occupancy.

Maintenance Performance

Public Housing Maintenance

Metric	August 2025	August 2026	YoY Change
Open Work Orders	22	25	▲ 3
Avg. Days to Complete	10.07	13.94	▲ 3.87

Farm Labor Maintenance

Metric	August 2025	August 2026	YoY Change
Open Work Orders	78	64	▼ 14
Avg. Days to Complete	22.94	22.71	▼ .23

Summary: Maintenance backlogs improved substantially year over year. Both Public Housing and Farm Labor have seen changes in the workorder either decrease or increase due to ongoing annual inspections for both programs.





Housing Authority of the City of Madera

BOARD MEMORANDUM

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

BOARD MEETING: September 9, 2026

AGENDA ITEM: F-1

FROM: Blanca Mendoza-Navarro, Executive
Director

AUTHOR: Blanca Mendoza-Navarro, Executive Director

DATE: September 3, 2026

SUBJECT: UPDATES, COMMUNICATIONS, TRAININGS, AND AUDITS

1. DEPARTMENTAL REPORTS:

- **HCV Department**

1. The Housing Choice Voucher (HCV) Manager continues to collaborate with the VA Department to coordinate the HUD VASH program. Currently, 44 Veterans are successfully housed, 9 are actively searching for units, and there are currently no VASH vouchers available for issuance, which means all 54 allocated vouchers have been issued.
2. The Emergency Housing Voucher (EHV) program successfully processed and issued Housing Assistance Payments (HAP) for the month of August. Staff has begun to transition EHV participants to the HCV program and should be all transitioned by September 1, 2026.
3. HCV staff is processing previously pulled HCV applicants (8 applicants), that were placed hold due shortfall prevention measure, are being reviewed to determine eligibility. These applicants, if qualified, will be issued a voucher. Selection of the remaining applicants on the waiting list (269) were pulled and the eligibility process will be in the coming weeks. The library has been reserved and appointment letters have been sent to these applicants.

- **FSS** – During this reporting period, the FSS program continues to demonstrate steady participation and meaningful progress among enrolled families. The program currently serves 29 participants, with one new enrollment effective September 1, 2026, and no graduations or withdrawals this period.

A total of nine (9) participants are earning escrow. Participant progress remains strong, with six (6) individuals enrolled in school and eight (8) participants showing significant increases in earned income. The primary barrier continues to be families' fear of losing





Housing Authority of the City of Madera

public assistance benefits, which often leads to hesitation in pursuing employment or higher wages due to concerns about economic instability.

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

- **POMONA RANCH** – August has been another busy month. Last month, Juan Estupiñan from OMS conducted a random file review and unit inspection, and no findings were reported. On August 3, a technician from Madera Pumps replaced five relay switches in the water pump panel after an alarm was triggered, and the remaining relay switches will also be replaced..

August 4th through the 6th, the Good News Club held their annual Vacation Bible School event, providing activities for the children and ending with hot dogs and agua fresca for all.

On August 6, CVOC visited the center and distributed flyers regarding their one month rental assistance program and other available services.

On August 7, the Southern Baptist Church hosted their annual “Feeding Those Who Feed Us” event, bringing 40 backpacks with school supplies, 50 grocery bags, carne asada taco dinners, agua fresca, and a bounce house for the younger children. That same morning, children were excitedly waiting for the school bus on their first day back.

On August 9, the work truck failed to start despite attempts to jump start it, and it is likely the starter has gone out.

- **PUBLIC HOUSING** – Currently 3 vacancies. Staff continues to work on Public Housing Vacant units and annual certifications. Management continues to monitor Federal updates as it relates to this program. Staff and management continue to train on HOTMA-related updates to ensure compliance with HUD/HOTMA guidelines in preparation for January 1, 2027 HOTMA implementation. Both staff and management also completed participation in a free webinar series put on by Yardi to better understand operational and system changes as it pertains to HOTMA within Yardi.
- **FARM LABOR** – Currently no vacancies. Staff continues to work on annual certifications, and Management continues to monitor Federal updates as it relates to the program. USDA approved our budget, including rent/UA change effective Oct. 1, 2026, and residents will be receiving notice of the change.
- **FINANCE** – The Finance and Administrative Department has continued working on budget development activities for Fiscal Year 2026-2027.





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In addition, staff continues to closely monitor year-end expenses and budget balances for Fiscal Year 2025-2026. Careful oversight of expenditures and outstanding obligations is helping ensure spending remains within approved budget limits and that year-end financial activities are completed accurately and efficiently.

Staff participated on a call with HUD regarding the Capital Fund Account and ensuring the Capital Fund Activities were also entered into HUD's EPIC system.

The department remains committed to sound financial management, accurate reporting, and responsible stewardship of organizational resources as it prepares for the upcoming fiscal year.

- **MAINTENANCE** – The Maintenance Department continues to experience a high volume of air conditioning service requests as we continue to have warmer weather.
- **Public Housing:** For the month of August we had 6 families move in, including 2 transfers to the vacant units. We currently have 3 vacant units. Staff continues to work hard on turning vacant units as well as trying to keep up with day-to-day and inspection work orders.
- **Farm Labor:** We had 1 family move in and are expecting 1 vacant unit before months end. Maintenance staff is working hard to complete day-to-day and inspection work orders. Staff is inching their way to completing inspection work orders.
- **Pomona Ranch:** The property vehicle is coming to the end of its life span. Unfortunately, the vehicle has spent more time in the shop than we have had the opportunity to use it in the past couple of months.
 - Maintenance staff is keeping up with day-to-day work orders and keeping busy on making irrigation repairs.
 - The manager's unit is also in need of a new air conditioner; we are in the process of receiving quotes for the home.
 - The fire hydrant repair was finally completed after delays caused by the age of the hydrant and difficulty obtaining parts.
 - Maintenance personnel continue to work on landscaping and irrigation system repairs.
 - Pending items include replacing ten exterior light fixtures at the rental office and shop, and obtaining quotes for two streetlights that recently stopped working.
- **ADMINISTRATIVE:** Staff continues to work on updating policies and finalizing the recent salary compensation study.





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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:** Management and staff continue to attend webinars regarding HOTMA for the upcoming changes effective January 1, 2027, certifications.
- **Farm Labor:** Staff attended a virtual 3-day training put on by USDA in mid-August, covering certification submission and completion, HOTMA updates, and program requirements.
- **Maintenance** – no current trainings.
- **Administration:** - Executive Administrative Assistant (EAA) and FSS Coordinator attended a Grant Writing Class offered and held at Fresno Pacific University. EAA also attended a three (3) day virtual training held by California Municipal Clerks Association to learn the Nuts and Bolts Municipal meetings, from Minutes, Agendas, notices, Brown Act, and Public Records requests.
- **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.

