

<b>PHA 5-Year and Annual Plan</b>	<b>U.S. Department of Housing and Urban Development Office of Public and Indian Housing</b>	<b>OMB No. 2577-0226 Expires 4/30/2011</b>
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<b>1.0</b>	<b>PHA Information</b> PHA Name: <u>Housing Authority of the City of Calexico</u> PHA Code: <u>CA039</u> PHA Type: <input type="checkbox"/> Small <input type="checkbox"/> High Performing <input checked="" type="checkbox"/> Standard <input type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): <u>07/01/2009</u>					
<b>2.0</b>	<b>Inventory</b> (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: <u>267</u> Number of HCV units: <u>223</u>					
<b>3.0</b>	<b>Submission Type</b> <input checked="" type="checkbox"/> 5-Year and Annual Plan <input type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only					
<b>4.0</b>	<b>PHA Consortia</b> <u>N/A</u> <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)					
	Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program	
					PH	HCV
PHA 1:						
PHA 2:						
	PHA 3:					
<b>5.0</b>	<b>5-Year Plan.</b> Complete items 5.1 and 5.2 only at 5-Year Plan update.					
<b>5.1</b>	<p><b>Mission.</b> State the PHA's Mission for serving the needs of low-income, very low-income, and extremely low income families in the PHA's jurisdiction for the next five years:</p> <p>The Housing Authority of the City of Calexico's (HACC) mission statement has been adopted to guide the activities of the Housing Authority of the City of Calexico.</p> <p>The HACC's commitment is to serve the citizens of Calexico by:</p> <ul style="list-style-type: none"> <li>• Providing affordable housing opportunities in a safe environment without discrimination.</li> <li>• Being the area's affordable housing of choice, by providing and maintaining quality housing in a cost-effective manner.</li> <li>• Forming effective partnerships, with resident collaboration, that will maximize social and economic opportunities, promoting the residents' self-sufficiency.</li> </ul> <p>The mission will be accomplished by a fiscally responsible, creative organization committed to excellence in public service in partnership with the greater community.</p> <p>To provide clean, affordable, quality housing improving the standard of living of the population it serves. Promote Upward Mobility, Self-Sufficiency and Resident Empowerment.</p>					

5.2

**Goals and Objectives.** Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.

The goals and objectives adopted by the Housing Authority of the City of Calexico are:

1. **Goal One:** To manage the Housing Authority of the City of Calexico in a manner that results in full compliance with applicable statutes and regulations as defined by program audit requirements.

**Objectives:**

- The Housing Authority shall promote a motivating work environment with a capable and efficient team of employees to operate as a customer-friendly and fiscally prudent leader in the affordable housing industry. To accomplish this, the HACC will ensure that its staff receives timely training, in all areas of property management as required by HUD, in order to provide improved services to all its residents.
- To ensure that each department is in compliance with the PHAS, SEMAP, MTCS and other requirements, timely submissions and quality control will be monitored on a monthly basis.
- The Housing Authority of the City of Calexico shall strive to obtain and sustain a high performer up to the fiscal year ending June 30, 2009 and subsequent years.

2. **Goal Two:** To increase the availability of decent, safe and affordable housing in order to address the affordable housing needs of our community for the next five years, cited as a need in our City's General Plan.

- To adapt the Housing Authority of the City of Calexico's housing stock and program resources to more closely meet the housing needs and markets identified in our needs assessment.

**Objectives:**

- Increase the availability of affordable housing within the City of Calexico, by 20% of the Housing Authority's existing stock, within the next five years.
- To develop a non-profit housing corporation, if necessary, to seek tax credit and other financing to build new affordable housing units.
- Finalize the sale of Casas del Sol Development which consist of a total of 50 units by June 30, 2012.
- Buy or build replacement housing for the homes sold under the Casas Del Sol Homeownership program.
- Cooperate and participate with the Calexico Community Redevelopment Agency of the City of Calexico in providing for additional affordable housing stock within the City.
- The HACC will continue to seek other avenues of providing affordable housing, either by buying apartment complexes or by assisting affordable housing partners in building new units.
- The HACC will seek funding to develop more senior projects. It will participate, assist and support the Calexico Community Redevelopment Agency in providing and improving Senior Citizen Affordable units.

3. **Goal Three:** Promote fair housing and equal opportunity for all members of our community through outreach and education.

**Objectives:**

- Use the tenant-based assistance program to expand housing opportunities beyond areas of traditional low-income and minority concentration.
- The Housing Authority of the City of Calexico shall mix its public housing development populations, as much as possible, in relation to ethnicity, race and income.

4. **Goal Four:** Improve the access of public housing residents to services that support economic development opportunities, quality of life and services in general.

**Objectives:**

- The Housing Authority of the City of Calexico will establish new partnerships in order to enhance self-sufficiency services to our residents.
- The Housing Authority of the City of Calexico will more effectively utilize its community facilities to provide resident services as measured by increased utilization.
- Apply to at least two appropriate foundations or grant funds to expand our Economic Develop and Family Self-Sufficiency Program.
- The Housing Authority of the City of Calexico shall have an effective, fully functioning resident organization by June 30, 2010.
- The Housing Authority of the City of Calexico shall assist its resident organization in strengthening their organization and helping them update their own mission statement, goals and objectives by June 30, 2010.
- The HACC will seek partners in order to provide additional locations where residents can obtain self-sufficiency services/training.

5. **Goal Five:** Provide a safe and secure environment in the Housing Authority of the City of Calexico's public housing developments. Improve resident and community perception of safety and security in the Housing Authority of the City of Calexico's public housing developments.

**Objectives:**

- The Housing Authority of the City of Calexico shall reduce crime in its developments so that their crime rate is less than their surrounding neighborhood.
- The Housing Authority of the City of Calexico shall update the memorandum of understanding between the City of Calexico's police department and this agency. The purpose of this is to better define crime that occurs near our developments and develop strategies for identifying and reducing this problem.
- The HACC will seek funding to assist youth activities, summer programs and other crime prevention programs.

6.0	<p><b>PHA Plan Update</b></p> <p>(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:</p> <ul style="list-style-type: none"> <li>• <b>Attachment A – List of revisions to Public Housing Admissions Policy and HCV Administrative Policy.</b></li> <li>• <b>Attachment B – Financial Resources</b></li> <li>• <b>Attachment C – Maintenance Plan</b></li> <li>• <b>Attachment D – Fiscal Year Audit FYE 06/30/07</b></li> <li>• <b>Attachment E – Asset Management Statement</b></li> </ul> <p>(b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions.</p> <ul style="list-style-type: none"> <li>• <b>Housing Authority of the City of Calexico 1006 E. Fifth Street, Calexico, CA 92231</b></li> </ul>
7.0	<p><b>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers.</b> Include statements related to these programs as applicable.</p> <p><b><u>PUBLIC HOUSING HOMEOWNERSHIP PROGRAM:</u></b>  The Housing Authority has submitted and received approval for a homeownership application under the Public Housing 5(h) Homeownership Program.  The Housing Authority shall carry out a homeownership program in accordance with HUD regulations to have the Casas del Sol Public Housing Development available for purchase by low-income families for use as the only principal residence for such families.</p> <p><b><u>Participating Units</u></b>  The Casas del Sol Public Housing dwelling units, a fifty-unit development, has been designated for homeownership. As of February 2009 there are 13-units left to purchase.</p> <p><b><u>Eligible Purchasers and Plan Implementation</u></b>  The 5(h) Homeownership Plan approved by the Department of Housing and Urban Development outlines the eligibility, selection and implementation of this homeownership program. The implementation of the plan is contingent upon the practicality of the HUD regulations. The 5(h) Homeownership Plan is provided as part of the supporting documents of the Five-Year Plan.</p>
8.0	<p><b>Capital Improvements.</b> Please complete Parts 8.1 through 8.3, as applicable.</p>
8.1	<p><b>Capital Fund Program Annual Statement/Performance and Evaluation Report.</b> As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i>, form HUD-50075.1, for each current and open CFP grant and CFFP financing.</p> <ul style="list-style-type: none"> <li>• <b>Attachment F – CFP Annual Statement</b></li> </ul>
8.2	<p><b>Capital Fund Program Five-Year Action Plan.</b> As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i>, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.</p> <ul style="list-style-type: none"> <li>• <b>Attachment G – CFP Five-Year Plan</b></li> </ul>
8.3	<p><b>Capital Fund Financing Program (CFFP).</b>  <input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.  N/A</p>
9.0	<p><b>Housing Needs.</b> Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.</p> <ul style="list-style-type: none"> <li>• <b>Attachment H – Housing Needs and Strategies to address Needs</b></li> </ul>
9.1	<p><b>Strategy for Addressing Housing Needs.</b> Provide a brief description of the PHA’s strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. <b>Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.</b></p>

<b>10.0</b>	<p><b>Additional Information.</b> Describe the following, as well as any additional information HUD has requested.</p> <p>(a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year Plan.</p> <p><b>Accomplishments (2004-2009)</b></p> <ul style="list-style-type: none"> <li>• Have purchased security cameras for Escalante Plaza Development in order to improve security.</li> <li>• Have purchased and installed two (2) modular units at Escalante Plaza Development in order to provide additional space to provide services beneficial to our residents.</li> <li>• Worked with the Calexico Police Department in order to establish a citywide Volunteer Security Patrol Units.</li> <li>• Provided training for new HCV Housing Quality Standards Inspectors. Now have 8 certified inspectors.</li> <li>• Provide training for Essentials of Project Based Management and had 5 individuals successfully complete course and pass examination.</li> <li>• Provide training for Uniform Physical Conditions Standards and have 4 individuals successfully complete course and pass examination.</li> <li>• Have sold 37 of 50 units under the Casas Del Sol Homeownership Program.</li> <li>• Replacement of approximately 128 A/C units (central and window units) at Escalante Plaza Development.</li> <li>• Windows replacement at project 39-1A and 39-1B The new windows are energy efficient Dual Glass resulting this in energy savings and reduction in cost for tenants.</li> <li>• Roof repairs at project 39-2 H.W. Going Homes that consist of a heat resistant product that helps to reduce consumption and expenses.</li> <li>• Window replacement at Development H.W. Going Homes 39-2 that consisted in energy efficient windows that help to reduce consumption and expenses.</li> </ul> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification"</p> <p>Definition to be utilized by the Housing Authority of the City of Calexico for "significant amendment" and "substantial deviation/modification" will be the same one HUD has provided. The following changes and or additions will fall under said definition:</p> <ul style="list-style-type: none"> <li>• Changes to rent or admissions policies or organization of the waiting list;</li> <li>• Additions of non-emergency work items (items not included in the current Annual Statement or 5-Year Action Plan) or change in use of replacement reserve funds under the Capital Fund;</li> <li>• Additions of new activities not included in the current PHDEP Plan;</li> <li>• And any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.</li> </ul>
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<b>11.0</b>	<p><b>Required Submission for HUD Field Office Review.</b> In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. <b>Note:</b> Faxed copies of these documents will not be accepted by the Field Office.</p> <p>(a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights)</p> <p>(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only)</p> <p>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only)</p> <p>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only)</p> <p>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only)</p> <p>(f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations.</p> <p>(g) Challenged Elements</p> <p>(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only)</p> <p>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)</p> <ul style="list-style-type: none"> <li>• <b>Attachment I – Executed Certifications</b></li> </ul>
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This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced 5-Year and Annual PHA Plans. The 5-Year and Annual PHA plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form is to be used by all PHA types for submission of the 5-Year and Annual Plans to HUD. Public reporting burden for this information collection is estimated to average 12.68 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

**Privacy Act Notice.** The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality

## Instructions form HUD-50075

**Applicability.** This form is to be used by all Public Housing Agencies (PHAs) with Fiscal Year beginning April 1, 2008 for the submission of their 5-Year and Annual Plan in accordance with 24 CFR Part 903. The previous version may be used only through April 30, 2008.

### 1.0 PHA Information

Include the full PHA name, PHA code, PHA type, and PHA Fiscal Year Beginning (MM/YYYY).

### 2.0 Inventory

Under each program, enter the number of Annual Contributions Contract (ACC) Public Housing (PH) and Section 8 units (HCV).

### 3.0 Submission Type

Indicate whether this submission is for an Annual and Five Year Plan, Annual Plan only, or 5-Year Plan only.

### 4.0 PHA Consortia

Check box if submitting a Joint PHA Plan and complete the table.

### 5.0 Five-Year Plan

Identify the PHA's Mission, Goals and/or Objectives (24 CFR 903.6). Complete only at 5-Year update.

**5.1 Mission.** A statement of the mission of the public housing agency for serving the needs of low-income, very low-income, and extremely low-income families in the jurisdiction of the PHA during the years covered under the plan.

**5.2 Goals and Objectives.** Identify quantifiable goals and objectives that will enable the PHA to serve the needs of low income, very low-income, and extremely low-income families.

**6.0 PHA Plan Update.** In addition to the items captured in the Plan template, PHAs must have the elements listed below readily available to the public. Additionally, a PHA must:

- (a) Identify specifically which plan elements have been revised since the PHA's prior plan submission.
- (b) Identify where the 5-Year and Annual Plan may be obtained by the public. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on its official website. PHAs are also encouraged to provide each resident council a copy of its 5-Year and Annual Plan.

#### PHA Plan Elements. (24 CFR 903.7)

1. **Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures.** Describe the PHA's policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV and unit assignment policies for public housing; and procedures for maintaining waiting lists for admission to public housing and address any site-based waiting lists.

2. **Financial Resources.** A statement of financial resources, including a listing by general categories, of the PHA's anticipated resources, such as PHA Operating, Capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources.
3. **Rent Determination.** A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units.
4. **Operation and Management.** A statement of the rules, standards, and policies of the PHA governing maintenance management of housing owned, assisted, or operated by the public housing agency (which shall include measures necessary for the prevention or eradication of pest infestation, including cockroaches), and management of the PHA and programs of the PHA.
5. **Grievance Procedures.** A description of the grievance and informal hearing and review procedures that the PHA makes available to its residents and applicants.
6. **Designated Housing for Elderly and Disabled Families.** With respect to public housing projects owned, assisted, or operated by the PHA, describe any projects (or portions thereof), in the upcoming fiscal year, that the PHA has designated or will apply for designation for occupancy by elderly and disabled families. The description shall include the following information: **1)** development name and number; **2)** designation type; **3)** application status; **4)** date the designation was approved, submitted, or planned for submission, and; **5)** the number of units affected.
7. **Community Service and Self-Sufficiency.** A description of: **(1)** Any programs relating to services and amenities provided or offered to assisted families; **(2)** Any policies or programs of the PHA for the enhancement of the economic and social self-sufficiency of assisted families, including programs under Section 3 and FSS; **(3)** How the PHA will comply with the requirements of community service and treatment of income changes resulting from welfare program requirements. **(Note: applies to only public housing).**
8. **Safety and Crime Prevention.** For public housing only, describe the PHA's plan for safety and crime prevention to ensure the safety of the public housing residents. The statement must include: (i) A description of the need for measures to ensure the safety of public housing residents; (ii) A description of any crime prevention activities conducted or to be conducted by the PHA; and (iii) A description of the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities.

9. **Pets.** A statement describing the PHAs policies and requirements pertaining to the ownership of pets in public housing.
10. **Civil Rights Certification.** A PHA will be considered in compliance with the Civil Rights and AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction.
11. **Fiscal Year Audit.** The results of the most recent fiscal year audit for the PHA.
12. **Asset Management.** A statement of how the agency will carry out its asset management functions with respect to the public housing inventory of the agency, including how the agency will plan for the long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs for such inventory.
13. **Violence Against Women Act (VAWA).** A description of: 1) Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; 2) Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and 3) Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families.

**7.0 Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers**

- (a) **Hope VI or Mixed Finance Modernization or Development.** 1) A description of any housing (including project number (if known) and unit count) for which the PHA will apply for HOPE VI or Mixed Finance Modernization or Development; and 2) A timetable for the submission of applications or proposals. The application and approval process for Hope VI, Mixed Finance Modernization or Development, is a separate process. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>
- (b) **Demolition and/or Disposition.** With respect to public housing projects owned by the PHA and subject to ACCs under the Act: (1) A description of any housing (including project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition; and (2) A timetable for the demolition or disposition. The application and approval process for demolition and/or disposition is a separate process. See guidance on HUD's website at: [http://www.hud.gov/offices/pih/centers/sac/demo\\_dispo/index.cfm](http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm)  
**Note:** This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed.
- (c) **Conversion of Public Housing.** With respect to public housing owned by a PHA: 1) A description of any building or buildings (including project number and unit count) that the PHA is required to convert to tenant-based assistance or

that the public housing agency plans to voluntarily convert; 2) An analysis of the projects or buildings required to be converted; and 3) A statement of the amount of assistance received under this chapter to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/centers/sac/conversion.cfm>

- (d) **Homeownership.** A description of any homeownership (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval.
- (e) **Project-based Vouchers.** If the PHA wishes to use the project-based voucher program, a statement of the projected number of project-based units and general locations and how project basing would be consistent with its PHA Plan.

**8.0 Capital Improvements.** This section provides information on a PHA's Capital Fund Program. With respect to public housing projects owned, assisted, or operated by the public housing agency, a plan describing the capital improvements necessary to ensure long-term physical and social viability of the projects must be completed along with the required forms. Items identified in 8.1 through 8.3, must be signed where directed and transmitted electronically along with the PHA's Annual Plan submission.

**8.1 Capital Fund Program Annual Statement/Performance and Evaluation Report.** PHAs must complete the *Capital Fund Program Annual Statement/Performance and Evaluation Report* (form HUD-50075.1), for each Capital Fund Program (CFP) to be undertaken with the current year's CFP funds or with CFFP proceeds. Additionally, the form shall be used for the following purposes:

- (a) To submit the initial budget for a new grant or CFFP;
- (b) To report on the Performance and Evaluation Report progress on any open grants previously funded or CFFP; and
- (c) To record a budget revision on a previously approved open grant or CFFP, e.g., additions or deletions of work items, modification of budgeted amounts that have been undertaken since the submission of the last Annual Plan. The Capital Fund Program Annual Statement/Performance and Evaluation Report must be submitted annually.

Additionally, PHAs shall complete the Performance and Evaluation Report section (see footnote 2) of the *Capital Fund Program Annual Statement/Performance and Evaluation* (form HUD-50075.1), at the following times:

1. At the end of the program year; until the program is completed or all funds are expended;
2. When revisions to the Annual Statement are made, which do not require prior HUD approval, (e.g., expenditures for emergency work, revisions resulting from the PHAs application of fungibility); and
3. Upon completion or termination of the activities funded in a specific capital fund program year.

**8.2 Capital Fund Program Five-Year Action Plan**

PHAs must submit the *Capital Fund Program Five-Year Action Plan* (form HUD-50075.2) for the entire PHA portfolio for the first year of participation in the CFP and annual update thereafter to eliminate the previous year and to add a new fifth year (rolling basis) so that the form always covers the present five-year period beginning with the current year.

**8.3 Capital Fund Financing Program (CFFP).** Separate, written HUD approval is required if the PHA proposes to pledge any

portion of its CFP/RHF funds to repay debt incurred to finance capital improvements. The PHA must identify in its Annual and 5-year capital plans the amount of the annual payments required to service the debt. The PHA must also submit an annual statement detailing the use of the CFFP proceeds. See guidance on HUD's website at:

<http://www.hud.gov/offices/pih/programs/ph/capfund/cffp.cfm>

**9.0 Housing Needs.** Provide a statement of the housing needs of families residing in the jurisdiction served by the PHA and the means by which the PHA intends, to the maximum extent practicable, to address those needs. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**

**9.1 Strategy for Addressing Housing Needs.** Provide a description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**

**10.0 Additional Information.** Describe the following, as well as any additional information requested by HUD:

- (a) **Progress in Meeting Mission and Goals.** PHAs must include (i) a statement of the PHAs progress in meeting the mission and goals described in the 5-Year Plan; (ii) the basic criteria the PHA will use for determining a significant amendment from its 5-year Plan; and a significant amendment or modification to its 5-Year Plan and Annual Plan. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**
- (b) **Significant Amendment and Substantial Deviation/Modification.** PHA must provide the definition of "significant amendment" and "substantial deviation/modification". **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan.)**

- (c) PHAs must include or reference any applicable memorandum of agreement with HUD or any plan to improve performance. **(Note: Standard and Troubled PHAs complete annually).**

**11.0 Required Submission for HUD Field Office Review.** In order to be a complete package, PHAs must submit items (a) through (g), with signature by mail or electronically with scanned signatures. Items (h) and (i) shall be submitted electronically as an attachment to the PHA Plan.

- (a) Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations*
- (b) Form HUD-50070, *Certification for a Drug-Free Workplace (PHAs receiving CFP grants only)*
- (c) Form HUD-50071, *Certification of Payments to Influence Federal Transactions (PHAs receiving CFP grants only)*
- (d) Form SF-LLL, *Disclosure of Lobbying Activities (PHAs receiving CFP grants only)*
- (e) Form SF-LLL-A, *Disclosure of Lobbying Activities Continuation Sheet (PHAs receiving CFP grants only)*
- (f) Resident Advisory Board (RAB) comments.
- (g) Challenged Elements. Include any element(s) of the PHA Plan that is challenged.
- (h) Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report (Must be attached electronically for PHAs receiving CFP grants only)*. See instructions in 8.1.
- (i) Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan (Must be attached electronically for PHAs receiving CFP grants only)*. See instructions in 8.2.

PHA Plan Update Revision

Attachment A

Element 1

Pg. 1 of 2

Section 8 Program Administrative Plan & Admission & Continued Occupancy Policy

Original statement(s)	Revised statement(s)
1. Homelessness 2. Date & Time 3. Transitional Housing Preference: This Preference is available for families who are participating in the HACC's homeless transitional housing program.	1. Transitional Housing Preference: This Preference is available for families who are participating in the HACC's homeless transitional housing program. 2. Date and Time
All family members will be required to provide bank statements for checking and savings accounts for the previous 6 months if banking organization does not supply this information.	All family members will be required to provide original bank statements for checking accounts for the previous 6 months and current balances for the savings account if banking organizations do not supply this information.
A move-out inspection will be performed for all tenants moving out of a unit.	A move-out inspection will be performed for all tenants moving out of a unit within 10 calendar days at the owner's or tenant's request.
Unit too large or small.	Unit too large Unit too small
Following receipt of a family's request for approval, the Housing Authority will conduct a preadmission screening, including the Criminal History Report (Background Check), of the proposed new member.	Following receipt of a family's request for approval, the Housing Authority will conduct a preadmission screening, including the Criminal History Report (Background Check), of the proposed new member. A charge for the background check is paid by the member not to exceed \$30.00.
Regardless of these timeframes, Criminal History Reports will be useable as a valid verification for no longer than 90 calendar days.	Criminal History Reports will be useable as a valid verification for no longer than 6 months.
Any payment received will be applied to the oldest charges in the resident's account.	Rent payment will be credited as per the following priority: 1. Outstanding balance. (Rent first) 2. Rent 3. Payment Agreement 4. Security Deposit 5. NSF 6. Water 7. W/O 8. Late Fees

PHA Plan Update Revision

Attachment A

Element 1

Pg. 2 of 2

Section 8 Program Administrative Plan & Admission & Continued Occupancy Policy

Original statement(s)

Revised statement(s)

Payment Schedule for Monies Owed to the Housing Authority

Amount owed and Maximum Term

\$0-\$500.00                      3-6 months

\$501.00-\$1,000.00            6-12 months

\$1001.00-\$2,500.00           12-18 months

The maximum time period for a repayment agreement will be 18 months.

The amount of the monthly payment will be determined in accordance with the family's current income, but not less than \$25.00 per month and not to exceed the 18-month period allowed.

Payment Schedule for Monies Owed to the Housing Authority

Amount owed and Maximum Term

\$0-\$500.00                      3-6 months

\$501.00-\$1,000.00            6-9 months

\$1001.00-\$2,500.00           9-12 months

The maximum time period for a repayment agreement will be 12 months.

The amount of the monthly payment will be determined in accordance with the family's current income, but not less than \$25.00 per month and not to exceed the 12-month period allowed.

**2. Statement of Financial Resources**  
**July 1, 2008 through June 30, 2009**

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants</b>		
a) Public Housing Operating Fund	552,704.00	HACC Operation
b) Public Housing Capital Fund	540,569.00	Physical Improvement & Operation
c) HOPE VI Revitalization	0.00	
d) HOPE VI Demolition	0.00	
e) Annual Contributions for Section 8 Tenant-Based Assistance	1,070,256.00	HAP Payments & Operation
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	0.00	
g) Resident Opportunity and Self- Sufficiency Grants	0.00	
h) Community Development Block Grant	0.00	
i) HOME	0.00	
Other Federal Grants (list below)	0.00	
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
	0.00	
<b>3. Public Housing Dwelling Rental Income</b>		
	724,619.00	HACC Operation
<b>4. Other Income (list below)</b>		
	0.00	
<b>5. Non-federal sources (list below)</b>		
	0.00	
<b>Total resources</b>	2,888,148.00	

**Housing Authority of the City of Calexico**  
**Maintenance Plan**

The Maintenance Plan for the Housing Authority of the City of Calexico is to maintain and safeguard the assets of the Authority. The Authority consists of 2 Asset Management Properties (AMP). AMP 1 includes the properties known as Rockwood Homes, H.W. Going Homes and Escalante Plaza and consists of 158 units. AMP 2 consists of the properties known as Casas Del Sol, Higuera Homes, Willie Moreno Homes and Heber Homes and contains 108 units. The Maintenance Plan will be utilized by both AMP's.

**Annual Dwelling Unit Inspection & Repair Records.**

The maintenance personnel in conjunction with the Property Managers will perform physical inspections of all public housing units and the inspection report will be used by the maintenance personnel to generate work orders to complete within 30 days of the inspection date in those cases where maintenance repairs are necessary in the unit to comply with the Uniform Physical Code Standard (UPCS) guidelines.

Copy of work order generated, as a result of the unit inspection will be kept in our files for at least three fiscal years.

**Preventive Maintenance Schedule.**

A preventive maintenance schedule is prepared to comply with the uniform physical condition standards (UPCS) in at least annual basis and updated when necessary detailing maintenance items to be performed during the fiscal year. All the buildings components and services are included in this preventive maintenance schedule.

The following items will be included in the Preventive Maintenance Schedule: Lighting, stair rails and treads, entry/gate locks, common areas, mailboxes, vehicle gates, trash areas, boilers/water heaters, exterior signage, sewer clean-outs, playground equipment, gutters, parking lots and driveways, landscaping, light sensors, alarm systems, sprinkler systems, roofs, curb painting, building stucco, exterior painting, playground base, sidewalks.

**Building and Site System Inspections, Repair and Servicing Reports.**

The Asset Management Properties (AMP) maintenance personnel will perform at least on an annual basis physical inspections of all public housing buildings to detect any problem and to take the necessary steps to correct it.

In addition to the annual inspection, maintenance staff is aware of their responsibility to inform of any irregularity observed by them or informed to them by any resident in regards to repairs necessary in any of our buildings.

In any event where a repair is necessary to correct a deficiency or to avoid any possible problem, a work order will be generated reflecting the work performed and

the date when the work was completed. This information will be kept in file for at least three fiscal years.

**Extraordinary Repair and Replacement (Non Capital Fund Items).**

Extraordinary repair and replacement of equipment will be performed by the maintenance department in accordance of funds availability and the severity of the problem detected.

Extraordinary repairs and replacement of equipment will be planned by Property Managers with the approval of the Executive Director.

Any emergency to replace any equipment will be evaluated and correction will be made as necessary.

Work order will be generated to reflect any work that is performed under these items and copy of those work orders will be kept in file for at least three fiscal years.

**Procurement Plan and Schedule for Large Purchases or Contracts**

The Property Managers will plan the purchase of any equipment that is necessary for the operation of this department as well as the purchase of any other equipment to be installed in any of our public housing units or buildings.

Large contracts will be planned in conjunction with the Comprehensive Grant Program staff.

All this information will be provided to the executive director for his/her review and approval will be included in the proper budget.

Any procurement for goods or contract services will be in accordance with the HACC procurement policy.

**Quality Control Inspection Schedule**

Property Managers will prepare a schedule of quality control inspection that will be performed by our maintenance director to ensure that physical inspections are prepared in accordance with HUD's guidelines and requirements.

Documentation to support this quality control inspections will be kept on file for three fiscal years.

**Inventory procedures.**

Inventory procedures will be performed in accordance to HACC's inventory control policy.

### **Quality Work Order Control/ Inspection Schedule**

Maintenance Personnel will prepare a schedule of Quality Work Order Control Inspection (QWOCI) that will be performed by the Property Managers to ensure that Work Orders have been completed in a satisfactory manner.

### **Satellite Installation policy**

- Prior to any satellite installation you must first notify the Housing Authority management for approval.
- All satellites must be installed and removed only by the satellite firm or qualified professional.
- All work installation shall be subject for inspection by the Housing Authority.
- The resident is responsible for any damages caused to the building by the satellite equipment. (ie.) damaged stucco, broken trim, and damaged roof shingles.
- All satellite equipment must be installed at the rear of the unit fascia board.
- All satellite exterior cables must be properly stapled in a conspicuous manner (ie) under the building eaves along trim edges and attics, or between interior walls with cable box.
- Exterior cable to be drilled into stucco, or wood walls must have cable grommets or silicone sealing.
- No interior cable shall be on floor or along baseboard, crossing the walkway path causing tripping hazards.
- Interior cable must be installed at ceiling edges.
- No satellite equipment shall be installed directly to the roof.
- No satellite shall be installed to the existing equipment (ie.) roof top air conditioners, vent pipes, overhead electric post.

**Housing Authority of the City of Calexico**  
**Annual Maintenance Plan**

**Work Order request:**

The work order system shall be included along with the comprehensive non-emergency routine work order that includes all daily work request information.

**Preventive Maintenance Annual Schedule:**

A preventive maintenance schedule is prepared annually to comply with the Uniform Physical Condition Standards, (UPCS) and is updated when necessary detailing the maintenance items to be performed during the fiscal year. All five (5) inspectable areas are included in this preventive schedule; Property Site/ Building Systems/ Building Exterior/ Dwelling Units and Common Areas. The following items will be performed on a Monthly basis in the Preventive Maintenance Annual Schedule:

**PROPERTY SITE:**

**JANUARY**

**Fence and Gates:**

- Inspect: (repair damaged / falling/leaning/holes/ missing/ paint as needed)

**January to December**

**Grounds:**

- cover erosion / rutting ground areas, overgrown / penetrating vegetation (grounds) seed winter grass

**FEBRUARY**

**Mail Boxes and Signs:**

- inspect for mailbox missing / damaged / repair /paint as needed

**Market Appeal:**

- Graffiti cover up / litter clean up

**MARCH**

**Parking Lots:**

- inspect for cracks / ponding / potholes / clean parking areas, re numbering / lettering and stripping

**Walkways and Steps:**

- inspect for broken / missing hand railing / cracks / settlement / heaving / spalling / repair paint as needed

**Play Areas and Equipment:**

- repair damaged / broken equipment / deteriorated play areas surface / clean play area equipment

## **Refuse Disposal: (Site)**

- Broken damaged enclosure / litter / paint repair walls as needed

## **APRIL**

### **Dwelling Units**

#### HVAC (Building System)

- A/C preventive maintenance service / point check
- Oil motors / condenser fan / Blower motor
- Coil cleaning
- Electrical components check
- Refrigerant (freon) check
- Indoor filter

### **Electrical (dwelling units)**

- Electrical – Blocked Access to Electrical panels
- Electrical – Burnt Breakers or heated Breakers
- Electrical – Frayed Wiring
- Electrical – Inspect / Repair GFI Outlets
- Electrical – Inspect / Replace broken outlet covers
- Electrical – Inspect / Replace inoperative Smoke Detectors
- Electrical – Inspect / Replace inoperative lights / light switches

## **MAY**

### **BUILDING EXTERIOR:**

- Doors: (Building Exterior)
- damaged frames/ thresholds / trim / damaged locks/ damaged surface (holes / paint / rusting / glass) damaged missing screens/ missing screen / security doors / repair / seal paint as needed
- Roofs: (Building Exterior)
- Damaged / clogged drains (Roofs) / damage fascias paint as needed / damaged vents (Roofs) missing / damaged shingles
- Walls: (Building Exterior)
- cracks / gaps (Walls) missing pieces / holes /spallding (Walls) missing / damaged caulking / stucco/ (Walls) stained peeling / need paint (Walls)
- Lighting: (Building Exterior)
- Broken security light fixtures / bulbs photo-cell lamp shades / (Lighting)
- Windows (Building Exterior)
- Broken / Missing / Cracked frames (windows) Damaged sills / Frames / Caulking / Seals

## **JUNE**

### **Building System Inspectable Items:**

#### Domestic Water (Building Systems)

- Leaking Central water supply (Domestic Water)
- Misaligned ventilation water heater systems
- Missing Pressure Relief valve or Leaking

- Rust / Corrosion on water heater / vent system

### **Electrical Systems (Building Systems (Building System))**

- Blocked Access / Improper storage
- Heated breakers / or burnt
- Frayed wires
- Missing covers

### **Fire Protection (Building Systems)**

- Inspect / Replace Missing / damaged / Expired Extinguishers (fire protection)

### **JULY**

#### **COMMON AREAS**

- Trash collection (Daily)

### **AUGUST**

#### **Electrical (common areas)**

- Electrical – Blocked Access to Electrical Panels (common areas)
- Electrical – Burnt Breakers (common areas)
- Electrical – Missing Breakers
- Electrical – Missing covers

### **SEPTEMBER**

#### **Floors (Dwelling Units)**

- Replace broken / missing floor covering (Dwelling Units)

#### **Water Heaters (Dwelling Units)**

- Inspect / Repair water heaters / misaligned vent pipes / leaking water heaters
- Inspect / Repair water seismic strapping
- Inspect / repair pressure relief valve
- Inspect control valve setting to proper temperature

### **OCTOBER**

#### **Kitchens (Dwelling Units)**

- Inspect / Repair Range damage doors / surface burners / gas lines

### **NOVEMBER**

#### **Refrigerator (Dwelling Units)**

- Inspect / Repair damaged door seals / missing door seals

### **DECEMBER**

#### **Exhaust Fans (Dwelling Units)**

- Inspect / Repair inoperative fan motors / switches / clogged blowers

#### **Cabinets (Dwelling Units)**

- Inspect / Repair cabinet doors / missing / damage / missing shelves

**Counter tops (Dwelling Units)**

- Inspect / Repair damage counter tops with greater than 20% damage or wear

**Garbage Disposal (Dwelling Units)**

- Inspect / Replace inoperative / leaking disposals

**Vacancy Turnaround:**

Property Managers shall schedule into the annual maintenance plan and establish the criteria for each vacancy turnaround. The Property Managers is responsible for developing and implementing the work scope that ensures an average turn – around time of seven (7) calendar days. The goal of vacancy turn-around is to prepare a decent, safe, and sanitary unit then lease it to a qualified family as quickly as possible to accomplish the mission of providing such housing to low-income families and to reduce the loss of income for the HA through vandalism or lost rent.

**Quality Control Inspection:**

Property Manager will prepare a quality control inspection schedule and perform by the Housing Department Occupancy staff to ensure that physical inspection repairs were completed in accordance with HUD's guidelines requirements, documentation to support the quality control inspection will be kept in file for three (3) fiscal years.

**Extraordinary Repairs and Replacement (Non-Capital Fund Items).**

Extraordinary repairs and replacement of major system (i.e) heating / air conditioning / sewer lines/ electrical panels that constitutes a serious threat to the life, and safety or health of the residents or staff or in the situation that will cause serious damage to the property structure or systems if not repaired within twenty-four (24) hours will be performed by the Maintenance personnel in accordance to the funds availability and the severity of the problem detected. All work shall be planned by the HACC Property Managers and approved by the Executive Director in order to perform the work.

**Pest Control Prevention**

The Project Managers will prepare a quarterly pest control schedule with the Pest control Contractor for eradication of pest infestation of (German cockroach, American cockroach, fire ants, pavement ants, other ants, spiders, silver fish, rats, mice. The Pest Control Contractor will perform an annual termite physical inspection for all the H.A. properties and provide to the H.A. a report list of damage, findings, and recommendations to the H.A.

# HOUSING AUTHORITY OF THE CITY OF CALEXICO



## **SINGLE AUDIT REPORT**

**YEAR ENDED JUNE 30, 2007**



**SMITH MARION & CO.**  
CERTIFIED PUBLIC ACCOUNTANTS

**THE HOUSING AUTHORITY OF THE CITY OF CALEXICO**  
**SINGLE AUDIT REPORT**  
**FOR THE YEAR ENDED JUNE 30, 2007**

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**Board of Supervisors**  
**The Housing Authority of the City of Calexico**

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

We have audited the financial statements of the Housing Authority of the City of Calexico (Authority), as of and for the year ended June 30, 2007, and have issued our report thereon dated March 10, 2008. We were engaged and conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

**Internal Control Over Financial Reporting**

In planning and performing our audit, we considered the Authority's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Authorities internal control over financial reporting.

Our consideration of the internal control over financial reporting was for the limited purpose described in the preceding paragraph and would not necessarily identify all deficiencies in the internal control over financial reporting that might be significant deficiencies or material weaknesses. However, as discussed below, we identified certain deficiencies in internal control over financial reporting that we consider to be significant deficiencies.

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the entity's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the entity's financial statements that is more than inconsequential will not be prevented or detected by the entity's internal control. We consider the deficiencies 2007-2, 2007-3 and 2007-5 described in the accompanying schedule of findings and questioned costs to be significant deficiencies in the internal control over financial reporting.

A material weakness is a significant deficiency, or combination of significant deficiencies that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the entity's internal control.

Our consideration of the internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in the internal control that might be significant deficiencies and, accordingly, would not necessarily disclose all significant deficiencies that are also considered to be material weaknesses. However, we believe that none of the significant deficiencies described above is a material weakness.

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Authority's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed instances of noncompliance that are required to be reported under *Government Auditing Standards* and which are described in the accompanying schedule of findings and questioned costs as item 2007-4 and 2007-6.

The Authority's responses to the findings identified in our audit are described in the accompanying schedule of findings and responses. We did not audit the Authority's response and accordingly, we express no opinion on it.

This report is intended solely for the information and use of the Authority's management, federal awarding agencies, and pass-through entities and is not intended to be used and should not be used by anyone other than these specified parties.

*Smith Marion & Co*

March 10, 2008



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**Board of Supervisors**  
**The Housing Authority of the City of Calexico**

**REPORT ON COMPLIANCE WITH REQUIREMENTS APPLICABLE TO EACH MAJOR PROGRAM,  
INTERNAL CONTROL OVER COMPLIANCE AND ON THE SCHEDULE OF EXPENDITURES OF  
FEDERAL AND STATE AWARDS IN ACCORDANCE WITH OMB CIRCULAR A-133**

**Compliance**

We have audited the compliance of the Housing Authority of the City of Calexico (Authority) with the types of compliance requirements described in the *U.S. Office of Management and Budget (OMB) Circular A-133, Compliance Supplement* that are applicable to each of its major federal programs for the year ended June 30, 2007. The Authority's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs. Compliance with the requirements of laws, regulations, contracts and grants applicable to each of its major federal programs is the responsibility of the Authority's management. Our responsibility is to express an opinion on the Authority's compliance based on our audit.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to the financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the Authority's compliance with those requirements and performing such other procedures, as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination on the Authority's compliance with those requirements.

As described in item 2007-1 in the accompanying schedule of findings and questioned costs, the Housing Authority of the City of Calexico did not comply with requirements regarding Procurement and Suspension and Disbarment that are applicable to it Public Housing Capital Fund. Compliance with such requirements is necessary, in our opinion, for the Housing Authority of the City of Calexico to comply with the requirements applicable to that program.

In our opinion, except for the noncompliance described in the preceding paragraph, the Housing Authority of the City of Calexico complied, in all material respects, with the requirements referred to above that are applicable to each of its major federal programs for the year ended June 30, 2007.

**Internal Control Over Compliance**

The management of the Authority is responsible for establishing and maintaining effective internal control over compliance with requirements of laws, regulations, contracts, and grants applicable to federal programs. In planning and performing our audit, we considered the Authority's internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance, but not for the purpose of expressing an opinion on the effectiveness of the internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Authority's internal control over compliance.

Our consideration of the internal control over compliance was for the limited purposed described in the preceding paragraph and would not necessarily identify all deficiencies in the entity's internal control that might be significant deficiencies or material weaknesses as defined below. However, as discussed below, we identified certain deficiencies in internal control over compliance that we consider to be significant deficiencies.

A control deficiency in an entity's internal control over compliance exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect noncompliance with a type of compliance requirement of a federal program on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the entity's ability to administer a federal program such that there is more than a remote likelihood that noncompliance with a type of compliance requirement of a federal program that is more than inconsequential will not be prevented or detected by the entity's internal control. We consider the deficiencies in internal control over compliance described in described in the accompanying schedule of findings and questioned costs as items 2007-1 to be significant deficiencies.

A material weakness is a significant deficiency, or combination of significant deficiencies that results in more than a remote likelihood that a material noncompliance with a type of compliance requirement of a federal program will not be prevented or detected by the entity's internal control. We did not consider any of he deficiencies described in the accompanying schedule of findings and responses to be material weaknesses.

The Authority's response to the findings indentified in our audit are described in the accompanying schedule of findings and question costs. We did not audit the Authority's response and, accordingly, we express no opinion on it.

**Schedule of Expenditures of Federal Awards**

We have audited the general-purpose financial statements of the Authority as of and for the year ended June 30, 2007, and have issued our report thereon dated March 10, 2008. Our audit was performed for the purpose of forming an opinion on the general-purpose financial statements taken as a whole. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by OMB Circular A-133 and is not a required part of the general purpose financial statements. Such information has been subjected to the auditing procedures applied in the audit of the general purpose financial statements and, in our opinion, is fairly stated, in all material respects, in relation to the general purpose financial statements taken as a whole.

This report is intended for the information of the Authority's management, federal awarding agencies, and pass-through entities and is not intended to be used and should not be used by anyone other than these specified parties.

  
March 10, 2008

**HOUSING AUTHORITY OF THE CITY OF CALEXICO**  
 SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
 JUNE 30, 2007

Federal Grantor/Pass Through Grantor Program Title	Federal CFDA Number	Agency or Pass-Through Number	Federal Expenditure
<b>U.S. Department of Housing And Urban Development</b>			
Public Housing Subsidy	<b>14.850</b> *	SF-223	<b>\$ 635,071</b>
Public Housing Capital Fund		CA16P039501-03	154,100
Public Housing Capital Fund		CA16P039501-04	242,996
Public Housing Capital Fund		CA16P039501-05	130,532
Public Housing Capital Fund		CA16P039501-06	100,808
	<b>14.872</b>		<b><u>628,436</u></b>
Special Needs Assistance Program	<b>14.235</b>	CA16B913001	<b>23,116</b>
Housing Choice Vouchers	<b>14.871</b>	SF-567	<b><u>1,190,247</u></b>
	<b>Total</b>		<b><u><u>\$ 2,476,870</u></u></b>

\* Denotes major program.

**THE HOUSING AUTHORITY OF THE CITY OF CALEXICO**  
NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
FOR THE YEAR ENDED JUNE 30, 2007

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**(1) Summary of Significant Accounting Policies Applicable to the Schedule of Expenditures of Federal Awards**

Scope of Presentation

The accompanying schedule presents the expenditures incurred (and related awards received) by the Housing Authority of the City of Calexico (Authority) that are reimbursable under federal programs of federal agencies providing financial assistance awards. For the purposes of this schedule, only the portion of program expenditures reimbursable with such federal funds are reported in the accompanying schedule. Program expenditures in excess of the maximum federal or state reimbursement authorized or the portion of the program expenditures that were funded with, state, local or other nonfederal funds are excluded from the accompanying schedule.

Basis of Accounting

The expenditures included in the accompanying schedule were reported on a regulatory basis in accordance with the U.S. Department of Housing and Urban Development (HUD). Expenditures are recognized in the accounting period in which the related liability is incurred. Expenditures reported included any property or equipment acquisitions incurred under the federal program.

The Schedule was prepared from only the accounts of the grant programs and, therefore, does not present the financial position or results of operations of the Authority.

**THE HOUSING AUTHORITY OF THE CITY OF CALEXICO**  
**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**  
**FOR THE YEAR ENDED JUNE 30, 2007**

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**SECTION I - Summary of Auditors' Results**

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***Financial Statements***

1. Type of Auditor Report on the financial statements: Unqualified.
2. Internal control over financial reporting:
- a. Material weakness identified  yes  no
- b. Significant deficiencies identified that are not considered to be material weaknesses?  yes  no
3. Noncompliance material to financial statements?  yes  no

***Federal Awards***

4. Internal control over major programs:
- a. Material weakness identified  yes  no
- b. Significant deficiencies identified that are not considered to be material weaknesses?  yes  no
5. Type of auditors' report on compliance for major programs: Qualified.
6. Audit findings noted which are required to be reported under Section \_\_ .510(a) of Circular A-133?  yes  no
7. Identification of Major Programs:
- | CFDA Number | Name of Federal Program                                           |
|-------------|-------------------------------------------------------------------|
| 14.850      | U.S. Department of Housing and Urban Development – Public Housing |
8. The Dollar Threshold Used To Distinguish Between Type A and Type B Programs: \$300,000.
9. Auditee qualified as a low-risk auditee?  yes  no

**SECTION II – Financial Statement Findings**

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**2007-2 14.850 Accounts Receivable Low Rent Public Housing Condition**

The Accounts Receivable Spreadsheet for the Low Rent Public Housing Program is not adequate for this size agency. There are no internal controls or check points used by staff to reconcile the accounts receivable balance, related revenue, and security deposits during the year or during the audit to the general ledger. We noted in our testing of security deposits that apartment numbers do not agree from the accounts receivable register to the security deposit listing. It is cumbersome and difficult to trace back receipts from a prior month and agree the amounts to tenant rent invoices.

## **SCHEDULE OF FINDINGS AND QUESTIONED COSTS (CONTINUED)**

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### **Recommendation**

The Authority should consider an accounts receivable module of Peachtree to maintain adequate controls and an adequate audit trail.

### **Management's Response**

Our agency will follow auditor recommendation. Our agency has purchased a new specialized software system for Public Housing entities that has already been installed and is functioning. This new software system will ensure that all data loaded by the housing department related to tenant information, including, but not limited to apartment number, address, security deposit, rent charges, rent credits, refund of security deposits and any other tenant related charges is accurate and complete at the time that it reaches the finance department. This process will result in an adequate control of account balances and audit trail.

### **2007-3 14.850 Low Rent Public Housing Aged Receivables**

The Authority has several accounts that are over 6 months past due, however these individuals are still tenants and rent is being accrued on these tenants. Further these excessive overdue accounts are highly unlikely to be collected however no bad debt expense has been recorded prior to audit adjustments

### **Recommendation**

We recommend the Authority take immediate action and begin evicting tenants that are significantly past due on rent using proper HUD approved procedures. The Authority should implement procedure to ensure 3-day notices and eviction policies are in accordance with HUD regulations. Also the Authority should implement a procedure to more timely record the allowance for bad debt in the financial statements.

### **Management's Response**

The Housing Department has already taken the steps to evict all families who are significantly past due on rent. All the proper documentation has been provided to legal counsel. The Housing Authority will corroborate with legal counsel to implement procedure to ensure 3-day notices.

### **2007-4 Cash Management**

#### **Condition**

The Authority had nearly 1 million dollars of cash on hand through out the year in checking and savings accounts. The Authority also has access to a Local Agency Investment Fund (LAIF) account that earned an average of 5 time the interest of the check and savings accounts the funds were maintained during the year. We analyzed January 2007 through June 30, 2007 cash balances of the Authority. The average balance was \$942,000 and the interest income earned during the entire year was less than \$10,000. Had those funds be invested in the LAIF account the interest potential for six months would have been approximately \$46,200.

### **Recommendation**

We recommend the Authority invest all surplus cash into the LAIF account to maximize the interest income.

### **Management's Response**

As reflected in the auditor's finding, our agency has invested funds under Treasury Bills which are one of the HUD-approved investment instruments that resulted in an earned interest income during the fiscal year. Our agency will follow auditor's recommendation and will research into the advantages of investing our funds under LAIF as recommended.

## **SCHEDULE OF FINDINGS AND QUESTIONED COSTS (CONTINUED)**

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### **2007-5 Material Audit Adjustments**

#### **Condition**

It appears that at the end of the fiscal year the Authority did not have all financial accounts reconciled. We noted material errors during our fieldwork which had not yet been addressed by the staff. We started our field work in January, 2008 and upon completing our fieldwork the client prepared several material adjustments affecting accounts receivable, fixed assets and grant income. The net effect of the audit adjustments was an increase in net income of \$82,833.00.

The Authority staff possesses the knowledge to reconcile these accounts, however do not appear to have adequate time to complete these tasks prior to reporting deadlines.

#### **Recommendation**

We recommend the Authority to take the necessary steps to ensure that the account reconciliations are prepared on a monthly basis to ensure timely and accurate preparation of financial statements.

#### **Management's Response**

As reflected by the auditor, our staff possesses the knowledge to reconcile general ledger balances at the end of each month. Nevertheless, due to the acquisition of new software that we began to implement during the fiscal year we faced some complications that resulted in delays in the complete reconciliation of general ledger account balances, particularly those related to tenant balances. Currently our agency is reconciling all its general ledger accounts on a monthly basis.

### **2007-6 Piggy Back Bidding**

#### **Condition**

The Authority purchased several fixed assets during the year using "piggy-back" bids obtained by other government agencies. The purchases appear to be at a fair value, however, based on reviewing the board minutes we could not determine if the board was aware these bids were from a "piggy-back" clause. Further the date of the "piggy-back" clause was on or about the date of the purchases. It appears the agreements were not in place prior to obtaining the bids.

#### **Recommendation**

We recommend the Authority consider following standard bid procedures or have the board approve the use of these "piggy-back" bids formally each time in the board minutes.

#### **Management's Response**

Our agency is following auditor recommendation and is currently in compliance with HUD regulations related to procurement processes.

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS (CONTINUED)**

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**SECTION III – Federal Award Findings and Questioned Costs**

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**2007-1 14.872 Force Labor**

**Condition**

The Housing Authority reported expenditures on the Capital Fund Program as “Force Labor” to HUD for approximately \$1800,000. “Force Labor” per 24 CFR is defined as labor employed directly by the PHA on either a permanent or a temporary basis. These amounts were not paid to PHA staff serving as its own contractor but however to a temporary labor firm. No bids were obtained for these services.

**Recommendation**

We recommend the agency follow HUD regulations regarding minimum bids prior to awarding Capital Fund Program contracts to any contractor or temporary labor service.

**Management’s Response**

Our agency is following auditor recommendation and is currently in compliance with HUD regulations related to this issue.

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**THE HOUSING AUTHORITY OF THE CITY OF CALEXICO**  
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS  
FOR THE YEAR ENDED JUNE 30, 2007

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**06-01 14.872 GRANT CASH MANAGEMENT**

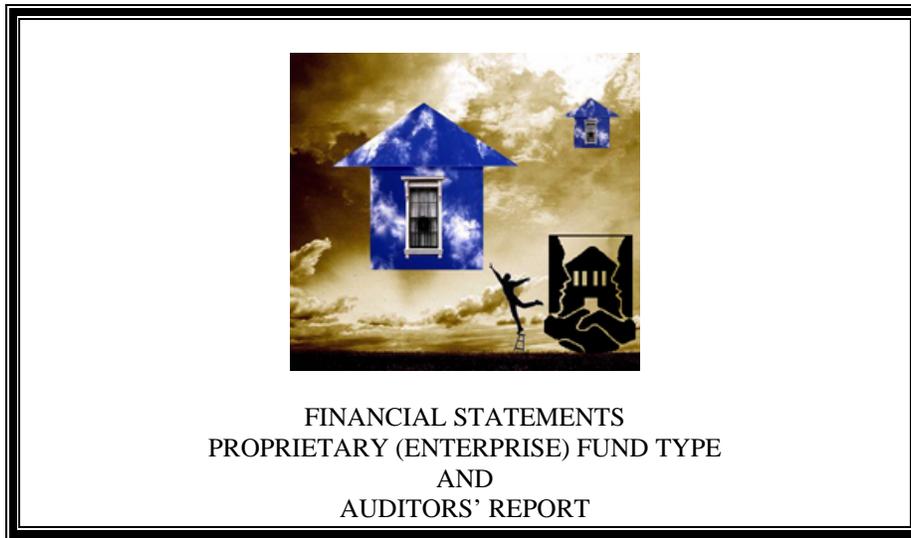
The Housing Authority has several Capital Fund grants. The agency is able to draw up-to the budgeted amount of funds from the E-LOCC system for capital expenditures incurred. The E-LOCC funds are available the next day in the agency's bank account. HUD requires the funds be disbursed from the agency's bank account in no less than 3 days after being drawn down from the E-LOCC system.

During our audit we noted a large purchase of modular buildings near year end. The agency had contracted with a vendor in June to purchase buildings, drew the funds from E-LOCC, and prepared checks. The modular buildings were on back order and not available for several months. The agency is still hold the checks, awaiting the delivery of the modular building. As of the release of our report the buildings still had not been received and the funds remained in the agency's bank account. We proposed an adjustment to the financial statements to remove the revenue and expense from the Capital Grant and deferred the revenue.

**Current Status**

The funds are still recorded as deferred revenues. The buildings have not been delivered and funds have not been disbursed.

# THE HOUSING AUTHORITY OF THE CITY OF CALEXICO



FOR THE YEAR ENDED JUNE 30, 2007



SMITH MARION & CO.  
CERTIFIED PUBLIC ACCOUNTANTS

**THE HOUSING AUTHORITY OF THE CITY OF CALEXICO**  
PROPREITARY (ENTERPRISE) FUND TYPE  
FINANCIAL STATEMENTS AND AUDITORS' REPORT  
FOR THE YEAR ENDED JUNE 30, 2007

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## **FINANCIAL INFORMATION**



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**Board of Directors**  
**The Housing Authority of the City of Calexico**  
Calexico, CA

**INDEPENDENT AUDITORS' REPORT**

We have audited the accompanying financial statements of The Housing Authority of the City of Calexico as of June 30, 2007, as listed in the table of contents. These financial statements are the responsibility of the management of The Housing Authority of the City of Calexico. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of The Housing Authority of the City of Calexico, California as of June 30, 2007, and the results of its operations and its cash flows for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated March 10, 2008, on our consideration of the Housing Authority's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be read in conjunction with this report in considering the results of our audit

The accompanying management's discussion and analysis on pages 2 through 9 are not a required part of the basic financial statements but are supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

Our audit was performed for the purpose of forming an opinion on the basic financial statements of The Housing Authority of the City of Calexico taken as a whole. The accompanying supplementary financial information listed in the table of contents is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

A handwritten signature in blue ink that reads "Smith Marion & Co".  
March 10, 2008

# **CALEXICO HOUSING AUTHORITY**

## **MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)**

The Calexico Housing Authority hereinafter referred to as "the Authority" management's discussion and analysis is designed to (a) assist the reader in focusing on significant financial issues; (b) provide an overview of the Authority's financial activity; (c) identify changes in the Authority's financial position; and, (d) identify individual fund issues or concerns.

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

## **FINANCIAL HIGHLIGHTS**

- The Authority's Net Assets decreased by \$55,625 during 2007. Net Assets were \$5,985,439 and \$5,929,814 for 2006 and 2007, respectively.
- Revenues increased by \$139,258 during 2007. Revenues were \$3,273,576 and \$3,412,834 for 2006 and 2007, respectively.
- The total expenses of all Housing Authority programs increased by \$136,164. Total expenses were \$3,332,295 and \$3,468,459 for 2006 and 2007, respectively.

## USING THIS ANNUAL REPORT

The Report includes three major sections, the “Management’s Discussion and Analysis (MD&A)”, “Basic Financial Statements”, and “Other Required Supplementary Information”:

### **MD&A**

~ Management’s Discussion  
and Analysis ~

### **Basic Financial Statements**

~ Authority-wide Financial Statements ~  
~ Notes to Financial Statements ~

### **Other Required Supplementary Information**

~ No supplementary information required other than the MD&A~

The primary focus of the Authority’s financial statements is on the Authority as a whole as much as the major individual funds. Both perspectives allow the user to address relevant questions, broaden a basis for comparison (year to year or Authority to Authority) and enhance the Authority’s accountability.

## Authority-Wide Financial Statements

The Authority-wide financial statements are designed to be corporate-like in that all business type activities are consolidated columns for the entire Authority.

These Statements include a Statement of Net Assets, which is similar to a Balance Sheet. The Statement of Net Assets reports all financial and capital resources for the Authority. The statement is presented in the format where assets, minus liabilities, equals “Net Assets”, formerly known as equity. Assets and liabilities are presented in order of liquidity, and are classified as “Current” (convertible into cash within one year), and “Non-current”.

The focus of the Statement of Net Assets (the “Unrestricted Net Assets”) is designed represent the net available liquid (non-capital) assets, net of liabilities, for the entire Authority. Net Assets (formerly equity) are reported in three broad categories:

Net Assets, Invested in Capital Assets, Net of Related Debt: This component of Net Assets consists of all Capital Assets, reduced by the outstanding balances of any bonds, mortgages, notes or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.

Restricted Net Assets: This component of Net Assets consists of restricted assets, when constraints are placed on the asset by creditors (such as debt covenants), grantors, contributors, laws, regulations, etc.

Unrestricted Net Assets: Consists of Net Assets that do not meet the definition of “Net Assets Invested in Capital Assets, Net of Related Debt”, or “Restricted Net Assets”.

The Authority-wide financial statements also include a Statement of Revenues, Expenses and Changes in Fund Net Assets (similar to an Income Statement). This Statement includes Operating Revenues, such as rental income, Operating Expenses, such as administrative, utilities, and maintenance, and depreciation, and Non-Operating Revenue and Expenses, such as capital grant revenue, investment income and interest expense.

The focus of the Statement of Revenues, Expenses and Changes in Fund Net Assets is the “Change in Net Assets”, which is similar to Net Income or Loss.

Finally, a Statement of Cash Flows is included, which discloses net cash provided by, or used for operating activities, non-capital financing activities, and from capital and related financing activities.

## **Fund Financial Statements**

The Authority uses the Enterprise fund basis for accounting, which utilizes the full accrual basis. The Enterprise method of accounting is similar to accounting used by the private sector for accounting.

## **The Authority's Programs**

Conventional Public Housing – Under the Conventional Public Housing Program, the Authority rents units that it owns to low-income households. The Conventional Public Housing Program is operated under an Annual Contributions Contract (ACC) with HUD, and HUD provides Operating Subsidy and Capital Grant funding to enable the PHA to provide the housing at a rent that is based upon 30% of household income. The Conventional Public Housing Program also includes the Capital Fund Program, which is the primary funding source for physical and management improvements to the Authority's properties.

Housing Choice Voucher Program – Under the Housing Choice Voucher Program, the Authority administers contracts with independent landlords that own the property. The Authority subsidizes the family's rent through a Housing Assistance Payment made to the landlord. The program is administered under an Annual Contributions Contract (ACC) with HUD. HUD provides Annual Contributions Funding to enable the Authority to structure a lease that sets the participants' rent at 30% of household income.

Other Non-major Funds – In addition to the major funds above, the Authority also maintains the following non-major funds. Non-major funds are defined as funds that have assets, liabilities, revenues, or expenses of at least 5% or more of the Authority's total assets, liabilities, revenues or expenses:

Resident Opportunity and Supportive Services – a grant program funded by the Department of Housing and Urban Development that encourages economic self-sufficiency among the Authority's resident population

Supportive Housing Program – a grant program funded by the Department of Housing and Urban Development that provides temporary housing and other services to homeless families.

## AUTHORITY-WIDE STATEMENTS

### Statement of Net Assets

The following table reflects the condensed Statement of Net Assets compared to prior year. The Authority is engaged only in Business-Type Activities.

TABLE 1

### STATEMENT OF NET ASSETS

	2007	2006
Current and Other Assets	\$2,965,378	\$2,739,458
Capital Assets	3,771,820	3,928,278
Total Assets	<u>6,737,198</u>	<u>6,667,736</u>
Current Liabilities	731,109	599,091
Long-Term Liabilities	76,275	83,206
Total Liabilities	<u>807,384</u>	<u>682,297</u>
Net Assets:		
Invested in Capital Assets, Net of Related Debt	3,771,820	3,928,278
Restricted	- 0 -	- 0 -
Unrestricted	2,157,994	2,057,161
Total Net Assets	<u>\$5,929,814</u>	<u>\$5,985,439</u>

### Major Factors Affecting the Statement of Net Assets

Current and other assets increased by \$225,920 and liabilities increased by \$125,087 as of June 30, 2007.

Net fixed assets were reduced by \$156,458 for the amount of current year depreciation plus additional fixed asset purchases during the year. For more information see Table 4 below.

Table 2 presents details on the change in Unrestricted Net Assets

**TABLE 2**  
**CHANGE OF UNRESTRICTED NET ASSETS**

Unrestricted Net Assets as of June 30, 2006	<u>\$ 2,057,161</u>
Results from Operations	(55,625)
Adjustments:	
Depreciation (1)	484,834
Gain on Sale of Fixed Assets	(55,702)
Funding Provided for Capital Grants (2)	<u>(272,674)</u>
Adjusted Results from Operations	<u>100,833</u>
Unrestricted Net Assets as of June 30, 2007	<u><u>\$ 2,157,994</u></u>

(1) Depreciation is treated as an expense and reduces the results of operations but does not have an impact on Unrestricted Net Assets

(2) Funding provided for capital grant hard costs, pursuant to GASB 33, is reported as revenue. However, the revenue is absorbed by the associated capital expenditures and therefore does not increase Unrestricted Net Assets.

While the results of operations are a significant measure of the Authority's activities, the analysis of the changes in Unrestricted Net Assets provides a clearer measure in financial well being.

**TABLE 3**

**STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET ASSETS**

The following schedule compares the revenues and expenses for the current and previous fiscal year. The Authority is engaged only in Business-Type Activities.

	2007	2006
Revenues		
Tenant Revenue – Rents and Other	\$ 762,803	\$ 690,231
Operating Subsidies and Grants	2,204,198	2,071,965
Capital Grants	272,674	225,676
Other Revenues	173,159	285,704
Total Revenue	<u>3,412,834</u>	<u>3,273,576</u>
Expenses		
Administrative	1,085,092	1,142,607
Tenant Services	2,187	6,798
Utilities	53,947	60,976
Maintenance	578,148	538,307
General	256,663	165,150
Housing Assistance Payments	1,007,588	942,820
Depreciation	484,834	475,637
Total Expenses	<u>3,468,459</u>	<u>3,332,295</u>
Net Increase (Decrease)	<u>\$ (55,625)</u>	<u>\$ (58,719)</u>

**Major Factors Affecting the Statement of Revenue, Expenses and Changes In Net Assets**

Revenues increased by \$150,325, mainly due to increases in dwelling rental revenues and HUD Operating Subsidies.

Expenses increased by \$147,231, mainly due to increases in Housing Assistance Payments and Other General Expenses.

## CAPITAL ASSETS AND DEBT ADMINISTRATION

### Capital Assets

As of the end of 2007, the Authority had \$3,771,820 invested in a variety of capital assets as reflected in the following schedule.

**TABLE 4**  
**CAPITAL ASSETS AT YEAR-END**  
**(NET OF DEPRECIATION)**

	2007	2006
Land and land rights	\$ 394,780	\$ 394,780
Buildings	16,193,758	15,947,309
Equipment – Administrative	432,846	454,553
Accumulated Depreciation	<u>(13,249,564)</u>	<u>(12,868,364)</u>
Total	<u>\$3,771,820</u>	<u>\$3,928,278</u>

The Capital Assets were consistent in most categories, except for Buildings, which increased by \$246,449 as a result of acquisitions, net of retirements. Accumulated Depreciation increased by \$381,200, for current year Depreciation Expense and dispositions.

The following reconciliation summarizes the change in Capital Assets.

**TABLE 5**  
**CHANGE IN CAPITAL ASSETS**

	Business Type Activities
Beginning Balance	\$3,928,278
Additions, Net of Retirements	328,376
Depreciation and Amortization	<u>(484,834)</u>
Ending Balance	<u><u>\$3,771,820</u></u>

**Debt**

Other than routine payables and other accrued liabilities, the Authority did not have debt outstanding as of June 30, 2006 or 2007.

**ECONOMIC FACTORS**

Significant economic factors affecting the Authority are as follows:

- Federal funding provided by Congress to the Department of Housing and Urban Development
- Local labor supply and demand, which can affect salary and wage rates
- Local inflationary, recessionary and employment trends, which can affect resident incomes and therefore the amount of rental income
- Inflationary pressure on utility rates, supplies and other costs

**FINANCIAL CONTACT**

The individual to be contacted regarding this report is Ruth Ramirez, of the Calexico Housing Authority, at (760) 357-3013. Specific requests may be submitted to the Calexico Housing Authority, 1006 East Fifth Street, Calexico, CA, 92231.

**THE HOUSING AUTHORITY OF THE CITY OF CALEXICO**  
 PROPRIETARY (ENTERPRISE) FUND TYPE  
 COMBINED STATEMENT OF NET ASSETS  
 JUNE 30, 2007

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**ASSETS**

**Current Assets**

Cash	\$ 2,600,173
Accounts receivable (Net)	176,163
Inventory	24,036
<b>Total Current Assets</b>	<u>2,800,372</u>

Land, structures, and equipment (net)	<u>3,771,820</u>
---------------------------------------	------------------

<b>TOTAL ASSETS</b>	<u><u>6,572,192</u></u>
---------------------	-------------------------

**LIABILITIES**

**Current Liabilities**

Accounts payable	76,356
Deferred revenue	196,369
Due to other governments	195,229
Accrued payroll	20,328
Tenants security deposits	50,698
<b>Total Current Liabilities</b>	<u>538,980</u>

**Noncurrent Liabilities**

Funds held in trust	27,123
Compensated absences payable	76,275
<b>Total Noncurrent Liabilities</b>	<u>103,398</u>
<b>TOTAL LIABILITIES</b>	<u><u>642,378</u></u>

**NET ASSETS**

Investment in capital assets, net of related debt	3,771,820
Restricted	-
Unrestricted	2,157,994
<b>TOTAL NET ASSETS</b>	<u><u>\$ 5,929,814</u></u>

**THE HOUSING AUTHORITY OF THE CITY OF CALEXICO**  
 PROPRIETARY (ENTERPRISE) FUND TYPE  
 COMBINED STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET ASSETS  
 FOR THE YEAR ENDED JUNE 30, 2007

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**REVENUES**

**Operating Revenues**

Dwelling rental	\$ 762,803
Contributions	2,476,872
Other revenues	110,852
<b>Total Operating Revenues</b>	<b>3,350,527</b>

**EXPENSES**

**Operating Expenses**

Administrative	1,085,092
Maintenance & operation	578,148
Housing assistance payments	1,007,588
General expenses	256,663
Utilities	53,947
Depreciation	484,834
Tenant services	2,187
<b>Total Operating Expenses</b>	<b>3,468,459</b>
<b>Operating Income (Loss)</b>	<b>(117,932)</b>

**Nonoperating Revenues (Expenses)**

Investment income	7,685
Gain (loss) on sale of property	54,622
<b>Total Nonoperating Revenues (Expenses)</b>	<b>62,307</b>

<b>Change in net assets</b>	(55,625)
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Net Assets - beginning	5,985,439
	5,929,814

<b>Net Assets - ending</b>	<b>\$ 5,929,814</b>
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**THE HOUSING AUTHORITY OF THE CITY OF CALEXICO**  
**PROPRIETARY (ENTERPRISE) FUND TYPE**  
**COMBINED STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED JUNE 30, 2007**

<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>	
Receipts from customers and users	\$ 902,898
Receipts from grants	2,375,135
Payments to suppliers	(1,015,456)
Payments to employees for services	(849,588)
Payments for housing assistance	(1,007,588)
	<u>405,401</u>
<b>Net Cash Provided (Used) By Operating Activities</b>	
<b>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES</b>	
Purchase of capital assets (net of soft costs)	(328,376)
	<u>(328,376)</u>
<b>Net Cash Provided (Used) By Financing Activities</b>	
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>	
Net proceeds from New Development	772,211
Net proceeds from sale of 5 (h) properties	54,622
Investment proceeds (CD)	250,000
Investment income	7,685
	<u>1,084,518</u>
<b>Net Cash Provided (Used) By Investing Activities</b>	
	<u>1,161,543</u>
<b>Net Increase (Decrease) In Cash</b>	
	<u>1,438,630</u>
<b>CASH AND CASH EQUIVALENTS - Beginning of Year</b>	
	<u>\$ 2,600,173</u>
<b>CASH AND CASH EQUIVALENTS - Ending of Year</b>	
	<u><u>\$ 2,600,173</u></u>
<b>Reconciliation of Operating Income (Loss) to Net Cash Provided</b>	
<b>(Used) by Operating Activities</b>	
<b>Operating Income (Loss)</b>	\$ (117,932)
Adjustment to reconcile operating income (loss) to net cash provided	
(used) by operating activities:	
Depreciation	484,834
Changes in net assets and liabilities:	
Accounts receivable (Net)	(90,222)
Prepaid expenses	21,695
Inventory	(2,058)
Accounts payable	26,460
Deferred income	12,580
Compensated absences	(6,931)
Due to other governments	74,096
Accrued payroll	(2,269)
Tenant funds	5,148
Other	-
	<u>523,333</u>
Total Adjustments	<u>523,333</u>
Net cash used by operating activities	<u><u>405,401</u></u>

# THE HOUSING AUTHORITY OF THE CITY OF CALEXICO

## NOTES TO FINANCIAL STATEMENTS

FOR THE YEAR ENDED JUNE 30, 2007

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### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### (a) Reporting Entity

The Housing Authority of City of Calexico (Authority), operates as a public authority whose primary goal is to provide decent, safe and sanitary housing in a suitable living environment of families that cannot afford private housing that comply with housing quality standards. The Authority is not a component unit and has no component units

The Authority as a reporting entity operates the following programs:

*Public Housing Authority (PHA) Owned Housing Program* - Annual Contribution Contract SF-223 (274 Units)

*Section 8 Housing Assistance Payment Program* – Annual Contribution Contract SF-567 (244 units)

#### (b) Basis of Accounting

The books of accounts are maintained on the accrual basis of accounting. Revenues are recognized in the accounting period in which they are earned and become measurable; expenses are recognized in the period incurred.

The basic financial statements of the Authority have been prepared in conformity with generally accepted accounting principles (GAAP). The Authority applies all applicable Financial Accounting Standards Board (FASB) Statements and Accounting Principles Board (APB) Opinions issued on or before November 30, 1989, unless those pronouncements conflict with or contradict Governmental Accounting Standards Board (GASB) pronouncements, in which case, GASB prevails.

#### (c) Proprietary Fund Type

Proprietary funds use the economic resources measurement focus. The accounting objectives are determination of net income, financial position, and cash flows. All assets and liabilities associated with a proprietary fund's activities are included on its statement of net assets.

In addition, the accounting records of the Authority are organized on the basis of funds. Each of the Authority's programs is accounted for in a separate fund.

The basic accounting and reporting entity is a "fund." A fund is defined as an independent fiscal and accounting entity with a self-balancing set of accounts, including resources, related liabilities, obligations, reserves and equities segregated for the purpose of carrying out specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations.

#### (d) Revenues

Operating revenues are recognized in the accounting period in which they are earned and become measurable. Intergovernmental grant revenue received for capital acquisitions or construction is reported as operating revenues. Revenues are also derived from dwelling rental income and operating subsidies from HUD.

#### (e) Expenses

Expenses are recognized in the accounting period in which the related liability is incurred.

**(f) Cash and Investments**

Investments are reported in the accompanying statement of net assets at fair value.

Changes in fair value that occur during a fiscal year are recognized as investment income reported for that fiscal year. Investment income includes interest earnings, changes in fair value, and any gains or losses realized upon the liquidation, maturity, or sale of investments.

The Authority pools its available cash for investment purposes. The Authority's cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturity of three months or less from the date of acquisition. Cash and cash equivalents are combined with investments and displayed as cash and investments.

The Authority participates in an investment pool managed by the State of California titled Local Agency Investment Fund (LAIF) which has invested a portion of the pool funds in Structured Notes and Asset-backed Securities. LAIF's investments are subject to credit risk with the full faith and credit of the State of California collateralizing these investments. In addition, these Structured Notes and Asset-backed Securities are subject to market risk as to change in interest rates.

**(g) Fixed Assets**

Land, structures, equipment, development projects, and modernization costs are stated at cost. Gifts or contributions of capital assets are recorded at fair market value when received. Depreciation is recorded using the straight-line method over the estimated useful life of the asset. Estimated useful lives range from 5-40 years. Fixed assets that cost \$5,000 or more are capitalized.

The Authority had no infrastructure at June 30, 2007.

**(h) Employee Leave Benefits**

The Authority accrues unused vacation, compensatory time and vested sick leave, as regulated and described in the personnel manual. At June 30, 2007, the total unused vacation, compensatory time and vested sick leave was approximately \$76,275.

**(i) Inventories**

Inventory is valued at the lower of cost using first-in, first-out or market value and consists of expendable supplies held for consumption. Inventories are recorded using the consumption (capitalization) method.

**(j) Interfund Transactions**

Activities between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as either "due to/from other funds."

**(k) Net Assets**

Net assets are classified in the following categories:

Invested in Capital Assets, Net of Related Debt – This amount consists of capital assets net of accumulated depreciation and reduced by outstanding debt that attributed to the acquisition, construction, or improvement of the assets.

Restricted Net Assets – This amount is restricted by external creditors, grantors, contributors, laws or regulations of other governments.

Unrestricted Net Assets - This amount is all net assets that do not meet the definition of "invested in capital assets, net of related debt" or "restricted net assets."

NOTES TO FINANCIAL STATEMENTS (CONTINUED)

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**(l) Use of Estimates**

The preparation of the basic financial statements in conformity with generally accepted accounting principles requires management to make estimated and assumptions. These estimates and assumptions affect the reported amounts of assets and liabilities and the disclosure of contingent assets and liabilities. In addition, estimates affect the reported amount of expenses. Actual results could differ from these estimates and assumptions.

2. **CASH AND INVESTMENTS**

Cash and investments as of June 30, 2007 are classified in the accompanying financial statements as follows:

Combined Statement of Net Assets:

Cash	\$ 2,600,173
Certificate of Deposits	-
Total cash and certificates of deposits	<u>\$ 2,600,173</u>

Cash and investments as of June 30, 2007 consisted of the following:

Deposits with financial institutions	\$ 2,579,263
Petty cash	250
Investments (LAIF)	20,660
Total cash and investments	<u>\$ 2,600,173</u>

**Required Note Disclosure**

Acknowledging that deposits and investments of state and local governments are subject to various risks, the Governmental Accounting Standards Board Statement 40 (GASB 40) requires note disclosures about investment policies and five deposit and investment risks identified as custodial credit risk, credit risk, concentration of credit risk, interest rate risk and foreign currency risk.

**Investment Policy**

In July 2002, the Board of Commissioners of the Housing Authority formally adopted the Investment Policy still in effect for the Housing Authority as of June 30, 2007. This Investment Policy identifies the specific types of deposits and investments which are authorized by that Investment Policy, by the Department of Housing and Urban Development (HUD) and by the California Government Code (CGC).

The Investment Policy of the Housing Authority does not name the five specific deposit and investment risks identified by GASB 40, but this Investment Policy does address these risks in principal by stating that it shall be the policy of the Housing Authority to invest funds in a manner which will provide the maximum safety, liquidity and reasonable investment return while meeting the daily cash flow demands of the Housing Authority and conforming to all statutes governing the investment of Housing Authority funds.

**Authorized Types of Deposits and Investments**

All types of deposits with financial institutions and all types of investments made by the Housing Authority during Fiscal Year 2006 were authorized by its own Investment Policy, by HUD and by the CGC. The type and value of these deposits with financial institutions and investments as of June 30, 2007 are identified below.

**Deposits with Financial Institutions**

	FDIC Insured	Amount in	Total	
Demand Deposit Accounts	Amount	Excess	Amount	
Wells Fargo	\$ 100,000	\$ 2,317,004	\$ 2,417,004	93.7%
Bank of America	34,056	-	34,056	1.3%
Rabo Bank	100,000	28,203	128,203	5.0%
Total Deposits	<u>\$ 234,056</u>	<u>\$ 2,345,207</u>	<u>\$ 2,579,263</u>	<u>100.0%</u>

**Disclosure Required for Risks Related to Deposits with Financial Institutions**

**Custodial Credit Risk**

For **deposits, custodial credit risk** is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party.

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

**Investments**

State Depository Funds

Local Agency Investment Fund (LAIF)	\$	20,660	100.0%
Total Investments	<u>\$</u>	<u>20,660</u>	<u>100.0%</u>

**Disclosure Required for Risks Related to Investments**

**State Depository Funds**

All Housing Authority funds on deposit with the Local Area Investment Fund (LAIF) are subject to the California Government Code (CGC). All securities purchased by the LAIF are purchased under the authority of CGC Section 16430 and 16480.4. CGC Section 16429.3 states that money placed with the state treasurer for deposit in the LAIF shall not be subject to transfer, loan or impoundment by any state official or state agency. CGC Section 16429.4 states that the right of a qualified government agency to withdraw its deposited money from the LAIF upon demand may not be altered, impaired, or denied in any way by any state official or state agency based upon the State's failure to adopt a State Budget by July 1 of each new fiscal year.

**Custodial Credit Risk**

For **investments, custodial credit risk** is the risk that, in the event of the failure of the counterparty (e.g., broker-dealer) to transaction, a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party.

All Housing Authority funds invested in LAIF are subject to the California Government Code and to written debt agreements, respectively, and are not subject to any significant degree of custodial credit risk.

**Credit Risk**

For **investments, credit risk** is the risk that an issuer of an **investment** will not fulfill its obligation to the holder of the investment.

NOTES TO FINANCIAL STATEMENTS (CONTINUED)

All Housing Authority funds invested in LAIF are subject to the California Government Code and to written debt agreements, respectively, and are not subject to any significant degree of credit risk.

**Concentration of Credit Risk**

For **investments, concentration of credit risk** is the risk associated with the Authority having 5% or more of total investments with any one issuer.

The Housing Authority has 100% of its investments in LAIF, which is subject to the California Government Code which places no limits on the amount of funds the Housing Authority may invest in LAIF.

**Interest Rate Risk**

For **investments, interest rate risk** is the risk that changes in market interest rates will adversely affect the fair value of or cash flow from an investment.

All Housing Authority funds invested in LAIF and any required cash flows from LAIF are subject to the California Government Code and are not subject to any significant degree of interest rate risk.

**Foreign Currency Risk**

For **investments, foreign currency risk** is the risk that changes in the value of foreign currency will adversely affect the fair value of an investment.

All Housing Authority funds invested in LAIF are subject to the California Government Code and to written debt agreements, respectively, and are not subject to any significant degree of foreign currency risk.

3. **ACCOUNTS RECEIVABLE**

Accounts receivable (net) includes tenant receivables (less allowance for bad debt), interest receivable, miscellaneous receivables, and other receivables which include due from other funds (internal) and due from other governments, as following:

<b>Accounts receivable (net)</b>	
Tenant receivables	\$ 89,358
Less: allowance for bad debt	<u>(48,149)</u>
Net tenant receivables	41,209
HUD Capital Fund	119,465
Calexico Gardens Apartments	<u>15,489</u>
<b>Total accounts receivable (net)</b>	<b><u><u>\$ 176,163</u></u></b>

4. **INTERFUND TRANSACTION**

As of June 30, 2007 balances of due from/due to were as follows:

	<b>Due from Other Funds</b>
<b>Due to Other Funds</b>	Section 8
Public Housing Program	<u>\$ 45,541</u>

NOTES TO FINANCIAL STATEMENTS (CONTINUED)

5. **LAND, STRUCTURES, AND EQUIPMENT**

A summary of the land, structures and equipment for the year ended June 30, 2007 is as follows:

	Business-Type Activities (Enterprise Fund)			Ending Balance
	Beginning Balance	Additions	Deletions	
Non-depreciable assets				
Land	\$ 394,780	\$ -	\$ -	\$ 394,780
Construction in progress	225,676	272,674	-	498,350
<b>Total non-depreciable assets</b>	<b>620,456</b>	<b>272,674</b>	<b>-</b>	<b>893,130</b>
Depreciable assets				
Buildings and improvements	15,721,634	-	(26,225)	15,695,409
Equipment	454,553	55,702	(77,408)	432,847
<b>Total depreciable assets</b>	<b>16,176,187</b>	<b>55,702</b>	<b>(103,633)</b>	<b>16,128,256</b>
<b>Accumulated depreciation</b>				
Buildings and improvements	(12,427,038)	(467,877)	26,225	(12,868,690)
Equipment	(441,327)	(16,957)	77,408	(380,876)
<b>Total accumulated depreciation</b>	<b>(12,868,365)</b>	<b>(484,834)</b>	<b>103,633</b>	<b>(13,249,566)</b>
<b>Total depreciable assets, net</b>	<b>3,307,822</b>	<b>(429,132)</b>	<b>-</b>	<b>2,878,690</b>
<b>Total capital assets, net</b>	<b>\$ 3,928,278</b>	<b>\$ (156,458)</b>	<b>\$ -</b>	<b>\$ 3,771,820</b>

The Authority's depreciation expense for capital asset for the year ended June 30, 2007 was \$484,834.

6. **ACCRUED PAYMENTS-IN-LIEU-OF TAXES**

In connection with the Public Housing Program, the Authority is obligated to make annual payments in lieu of property taxes calculated on a regulatory basis. At June 30, 2007, \$195,229 has been accrued for estimated payments in lieu of property taxes.

7. **COMMITMENTS AND CONTINGENCIES**

**Reimbursable Grant Awards**

The Authority has received federal and state grants for specific purposes that are subject to review and audit by the grantor agencies. Such audits could lead to request for reimbursements to the grantor agency for expenditures disallowed under terms of the grant. Authority management believes such disallowances, if any, would not have a material effect on the Authority's financial statements.

**Lawsuits in the Normal Course of Business**

The Authority is presently involved in certain matters of litigation that have arisen in the normal course of conduction Authority business. Authority management believes, based upon consultation with the Attorney, that these cases, in the aggregate, are not expected to result in a material adverse financial impact on the Authority. Additionally, Authority management believes that the Authority's insurance programs are sufficient to cover any potential losses should an unfavorable outcome materialize.

8. **DEFERRED REVENUE**

The Authority has the following deferred amounts on hand as of June 30, 2007

Capital funds held	\$ 183,789
Prepaid tenant rents	12,580
<b>Total</b>	<b>\$ 196,369</b>

\* \* \* \* \*

**SUPPLEMENTARY FINANCIAL INFORMATION**

**HOUSING AUTHORITY OF THE CITY OF CALEXICO  
 REQUIRED SUPPLEMENTAL INFORMATION  
 FOR THE YEAR ENDED JUNE 30, 2007**

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**1. PUBLIC EMPLOYEE RETIREMENT SYSTEM (PERS)**

**Plan Description**

The Authority contributes to the California Public Employee Retirement System (PERS), an agent multiple-employer public employee defined benefit pension plan. PERS provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. PERS acts as a common investment and administrative agent for participating public entities within the State of California. Benefit provisions and all other requirements are established by State statute and City ordinance. Copies of PERS' annual financial report may be obtained from their Executive Office located at 400 P Street, Sacramento, California 95814

**Funding Policy**

Authority employees are required by state statute to contribute 7% for miscellaneous employee of their annual covered salary. The Authority employer makes the contributions required of Authority employees on their behalf and for their account which amounted to \$158,529 for the year ended June 30, 2007. The Authority employer is required to contribute for fiscal year 2006-2007 at an actuarially determined rate; the current rate is 12.857% for miscellaneous employees of annual covered payroll. The contribution requirements of Authority employees and the Authority employer are established and may be amend by PERS.

**Annual Pension Cost**

For fiscal year 2006-2007, the Authority annual pension cost of \$0 for PERS equal to the Authority required and actual contributions. The required contribution was determined as part of the June 30, 2005, actuarial valuation using the entry age normal actuarial cost method. The actuarial assumptions included (a) 7.75% investment rate of return (net of administrative expenses), (b) projected salary increases range from 3.25% to 14.45% for miscellaneous employees depending on age, service, and type of employment; and (c) 3.25% per year cost-of-living adjustments. Both (a) and (b) included an inflation component of 3.0%. The actuarial value of PERS assets was determined using techniques that smooth the effect of short-term volatility in the market value of investments over a three year period. PERS unfunded actuarial accrued liability (or surplus) is being amortized as a level percentage of projected payrolls on a closed basis. The amortization period at June 30, 2005 was 14 years for miscellaneous employees for prior and current service unfunded liability.

**THREE YEAR TREND INFORMATION FOR PERS**

**Miscellaneous Plan**

Fiscal Year	Annual Pension Cost (APC)	Percentage of APC Contributed	Net Pension Obligation
6/30/2005	\$ -	100%	\$ -
6/30/2006	-	100%	-
6/30/2007	-	100%	-

**HOUSING AUTHORITY OF THE CITY OF CALEXICO**  
 REQUIRED SUPPLEMENTAL INFORMATION  
 JUNE 30, 2007

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PUBLIC EMPLOYEES RETIREMENT SYSTEM (PERS)  
 SCHEDULE OF FUNDING PROGRESS

*Miscellaneous Plan*

	(A)	(B)	(C)	(D)	(E)	(F)
			Overfunded Actuarial Accrued Liability (B-A)	Funded Ratio (A/B)	Covered Payroll	Overfunded Actuarial Liability as Percentage of Covered Payroll (C/E)
Actuarial Valuation Date	Actuarial Asset Value	Entry Age Actuarial Accrued Liability				
6/30/2003	\$ 430,371,544	\$ 429,814,105	\$ 557,439	99.9%	\$ 159,238,690	0.4%
6/30/2004	437,494,341	428,025,075	9,469,266	97.8%	159,135,314	6.0%
6/30/2005	484,351,523	459,996,995	24,354,528	95.0%	174,127,476	14.0%

**THE HOUSING AUTHORITY OF THE CITY OF CALEXICO**  
**COMBINING STATEMENT OF NET ASSETS- ALL ENTERPRISE FUNDS**  
**JUNE 30, 2007**

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<b>ASSETS</b>	Public Housing Program	Section 8 Program	Totals
Cash	\$ 2,437,490	\$ 162,683	\$ 2,600,173
Accounts receivable (Net)	176,163	-	176,163
Due from other funds	119,465	45,541	165,006
Inventory	24,036	-	24,036
Land, structures & equipment (Net)	3,771,820	-	3,771,820
<b>TOTAL ASSETS</b>	<b>6,528,974</b>	<b>208,224</b>	<b>6,737,198</b>
<b>LIABILITIES</b>			
Accounts payable	57,762	18,594	76,356
Deferred revenue	196,369	-	196,369
Due to other governments - current portion	195,229	-	195,229
Accrued payroll	20,328	-	20,328
Due to other funds	165,006	-	165,006
Tenants security deposits	50,698	-	50,698
Funds held in trust	27,123	-	27,123
Compensated absences payable - noncurrent	67,464	8,811	76,275
<b>TOTAL LIABILITIES</b>	<b>779,979</b>	<b>27,405</b>	<b>807,384</b>
<b>NET ASSETS</b>			
Investment in capital assets, net of related debt	3,771,820	-	3,771,820
Restricted	-	-	-
Unrestricted	1,977,175	180,819	2,157,994
<b>TOTAL NET ASSETS</b>	<b>\$ 5,748,995</b>	<b>\$ 180,819</b>	<b>\$ 5,929,814</b>

**THE HOUSING AUTHORITY OF THE CITY OF CALEXICO**  
 COMBINING STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET ASSETS-  
 ALL ENTERPRISE FUNDS  
 FOR THE YEAR ENDED JUNE 30, 2007

<b>REVENUES</b>	Public Housing Program	Section 8 Program	Totals
<b>Operating Revenues</b>			
Dwelling rental	\$ 762,803	\$ -	\$ 762,803
Contributions	1,286,625	1,190,247	2,476,872
Other revenue	110,852	-	110,852
<b>Total Operating Revenues</b>	<u>2,160,280</u>	<u>1,190,247</u>	<u>3,350,527</u>
<b>EXPENSES</b>			
<b>Operating Expenses</b>			
Administrative	949,352	135,740	1,085,092
Maintenance & operation	578,148	-	578,148
Housing assistance payments	-	1,007,588	1,007,588
General expenses	200,020	56,643	256,663
Utilities	51,447	2,500	53,947
Depreciation	484,834	-	484,834
Tenant services	2,187	-	2,187
<b>Total Operating Expenses</b>	<u>2,265,988</u>	<u>1,202,471</u>	<u>3,468,459</u>
<b>Operating Income (Loss)</b>	<u>(105,708)</u>	<u>(12,224)</u>	<u>(117,932)</u>
<b>Nonoperating Revenues (Expenses)</b>			
Investment income	7,685	-	7,685
Gain on sale of assets	54,622	-	54,622
<b>Total Nonoperating Revenues (Expenses)</b>	<u>62,307</u>	<u>-</u>	<u>62,307</u>
<b>Change in net assets</b>	<u>(43,401)</u>	<u>(12,224)</u>	<u>(55,625)</u>
Net Assets - Beginning	5,792,396	193,043	5,985,439
<b>Net Assets - Ending</b>	<u>\$ 5,748,995</u>	<u>\$ 180,819</u>	<u>\$ 5,929,814</u>

**HOUSING AUTHORITY OF THE CITY OF CALEXICO**  
**SUPPLEMENTAL FED SCHEDULES**  
**JUNE 30, 2007**

	Low Rent Public Housing	Housing Choice Vouchers	Capital Fund Program	SNAP Program	Total
111 Cash - Unrestricted	\$ 2,359,669	\$ 142,023	\$ -	\$ -	\$ 2,501,692
113 Cash - Other Restricted	-	-	-	-	-
Cash - Tenant Security					
114 Deposits	77,821	-	-	-	77,821
Accounts Receivable -					
122 HUD Other Projects	-	-	119,465	-	119,465
Accounts Receivable -					
125 Miscellaneous	15,489	-	-	-	15,489
Accounts Receivable -					
126 Tenants - Dwelling Rents	89,358	-	-	-	89,358
Allowance for Doubtful					
Accounts - Dwelling					
126 Rents	(48,149)	-	-	-	(48,149)
131 Investment - Unrestricted	-	20,660	-	-	20,660
142 Prepaid Expenses	-	-	-	-	-
143 Inventories	24,036	-	-	-	24,036
144 Interprogram Due From	119,465	45,541	-	-	165,006
161 Land	394,780	-	-	-	394,780
162 Buildings	15,695,408	-	-	-	15,695,408
Furniture and Equipment -					
164 Administration	420,402	12,444	-	-	432,846
Accumulated					
166 Depreciation	(13,237,120)	(12,444)	-	-	(13,249,564)
167 Construction in Progress	-	-	498,350	-	498,350
190 Total Assets	<u>\$ 5,911,159</u>	<u>\$ 208,224</u>	<u>\$ 617,815</u>	<u>\$ -</u>	<u>\$ 6,737,198</u>
Accounts Payable <=					
312 90Days	\$ 57,762	\$ 18,594	\$ -	\$ -	\$ 76,356
Accrued Wages/Payroll					
321 Taxes Payable	20,328	-	-	-	20,328
Accrued Compensated					
322 Absenes	-	-	-	-	-
Accounts Payble - HUD					
331 PHA Programs	-	-	-	-	-
Accounts Payable - Other					
333 Government	195,229	-	-	-	195,229
341 Tenant Security Deposits	77,821	-	-	-	77,821
342 Deferred Revenues	196,369	-	-	-	196,369
347 Interprogram Due To	45,541	-	119,465	-	165,006
Accrued Compensated					
354 Absences - Non Current	67,464	8,811	-	-	76,275
300 Total Liabilities	<u>660,514</u>	<u>27,405</u>	<u>119,465</u>	<u>-</u>	<u>807,384</u>
508 Invest in Capital Assets	3,273,470	-	498,350	-	3,771,820
512 Unrestricted Net Assets	<u>1,977,175</u>	<u>180,819</u>	<u>-</u>	<u>-</u>	<u>2,157,994</u>
513 Total Equity/Net Assets	<u>5,250,645</u>	<u>180,819</u>	<u>498,350</u>	<u>-</u>	<u>5,929,814</u>
Total Liabilities and					
600 Equity/Net Assets	<u>\$ 5,911,159</u>	<u>\$ 208,224</u>	<u>\$ 617,815</u>	<u>\$ -</u>	<u>\$ 6,737,198</u>

**HOUSING AUTHORITY OF THE CITY OF CALEXICO**  
**SUPPLEMENTAL FED SCHEDULES**  
**JUNE 30, 2007**

	Low Rent Housing	Housing Vouchers	Capital Fund	SNAP Program	Total
703 Net Tenant Rental Revenue	\$ 762,803	\$ -	\$ -	\$ -	\$ 762,803
HUD PHA Operating					
706 Grants	635,071	1,190,247	355,764	23,116	2,204,198
706.1 Capital Grants	-	-	272,674	-	272,674
711 Investment Income	7,685	-	-	-	7,685
715 Other Revenue	54,622	-	-	-	54,622
Gain/Loss on Sale of Fixed					
716 Assets	110,852	-	-	-	110,852
<b>700 Total Revenue</b>	<b>1,571,033</b>	<b>1,190,247</b>	<b>628,438</b>	<b>23,116</b>	<b>3,412,834</b>
911 Administrative Salaries	395,524	84,417	104,190	-	584,131
912 Auditing Fees	16,820	4,100	-	-	20,920
Employee Benefit					
Contributions -					
915 Administrative	94,274	21,432	-	-	115,706
Other Operating -					
916 Administrative	277,146	25,791	61,398	-	364,335
<b>Administrative Total</b>	<b>783,764</b>	<b>135,740</b>	<b>165,588</b>	<b>-</b>	<b>1,085,092</b>
924 Tenant Services - Other	2,187	-	-	-	2,187
<b>Tenant Services Total</b>	<b>2,187</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,187</b>
931 Water	8,820	-	-	-	8,820
932 Electricity	28,833	-	-	-	28,833
933 Gas	389	-	-	-	389
938 Other Utilities Expenses	13,405	2,500	-	-	15,905
<b>Utilities Total</b>	<b>51,447</b>	<b>2,500</b>	<b>-</b>	<b>-</b>	<b>53,947</b>
941 Labor	240,307	-	-	-	240,307
942 Materials and Other	213,744	-	-	23,116	236,860
943 Contract Costs	100,981	-	-	-	100,981
945 Ordinary Maintenance	-	-	-	-	-
<b>Maintenance Total</b>	<b>555,032</b>	<b>-</b>	<b>-</b>	<b>23,116</b>	<b>578,148</b>
961 Insurance Premiums	78,259	9,420	-	-	87,679
962 Other General Expenses	6,712	47,223	-	-	53,935
963 Payment In Lue of Taxes	74,095	-	-	-	74,095
964 Bad debt - tenant	40,954	-	-	-	40,954
<b>General Total</b>	<b>200,020</b>	<b>56,643</b>	<b>-</b>	<b>-</b>	<b>256,663</b>
Housing Assistance					
973 Payments	-	1,007,588	-	-	1,007,588
974 Depreciation Expense	484,834	-	-	-	484,834
900 Total Expenses	2,077,284	1,202,471	165,588	23,116	3,468,459
Net Revenues over					
expenditures	(506,251)	(12,224)	462,850	-	(55,625)
1001 Operating Transfers In	190,176	-	-	-	190,176
1010 Operating Transfers Out	-	-	(190,176)	-	(190,176)
Change in Net Assets	\$ (316,075)	\$ (12,224)	\$ 272,674	\$ -	\$ (55,625)

**Housing Authority of the City of Calexico  
Narrative Asset Management Strategy  
for Each Project**

The Maintenance Plan for the Housing Authority of the City of Calexico is to maintain and safeguard the assets of the Authority. The Authority consists of two (2) Asset Management Properties (AMP). AMP 1 includes the properties known as Rockwood Homes, H.W. Going Homes, Escalante Plaza Development and consists of 158 units. AMP 2 consists of the properties known as Casas Del Sol, Higuera Homes, Willie Moreno Homes and Heber Homes and contains 108 units. The Maintenance Plan will be utilized by both AMP's.

**Escalante Plaza**

Escalante Plaza is the agency's largest property and was built in 1972 and incorporated in 1988 to HACC. This property consist of 98 units with (5) 504 accessible units, and is currently in good condition. This development recently had Energy Star window air conditioners installed and has provided a substantial reduction of energy consumption to our resident's electric bill. The property has also received other renovations such as roof white cap upgrade in which it provides 30 degree temperature drop between attic an ceiling temperature for the high desert temperatures, dual glaze windows to enhance greater weatherization, new high efficiency gas water heaters, 1.6 gpf toilets, 1.0 shower heads for water conservation. Although we are projecting to upgrade the installation of building mow strip and walkway repair.

**Long Term Vision for Property** Retain Property and provide scheduled improvements

**Strategies:** Schedule and continue to schedule and address concerns per the property's current needs assessment, focusing on the installation of buildings concrete mow strips, repairs of cracked walkways, building exterior paint and property landscape. Work with the City to pursue safety patrols to control crime and provide a neighborhood watch prevention program with residents.

**Rockwood Homes / Heber Homes**

Development Rockwood Homes 39-1a is one of the agency's oldest properties built in 1950. Development Heber Homes 39-1b is the agency's only scattered property in which Rockwood Homes has 30 units and Heber Homes has 15 units. Currently these properties are in good physical condition. This property is desirable and has maintained 100% occupancy and a low turnover rate. In this development we recently upgrade the windows to dual glaze. Also the water shut-off valves were recently replaced with more efficiency water valves.

**Long Term Vision for Property:** Upgrade and hold.

**Strategies:**

We will continue to focus on the property's physical improvements such as, installation of gas dryer hook-ups, solar cloth-line stations upgrade, common area security lighting, property common area landscape as these are some of the Authority's oldest properties.

**H.W. Going Homes**

H.W. Going Homes is also one of the Authority's oldest properties built in 1948. In this 30-unit development we recently insulated the exterior surfaces and installed an exterior light system. We are projecting other physical improvement needs required over the next five years. This property has maintained a 100% occupancy and a low turnover rate.

**Long Term Vision for this Property:** Upgrade and hold

**Strategies**

Continue to focus on the property priority needs per our assessment list which includes; appliance gas ranges, install gas dryer hook-ups and coordinate with the City the replacement of City sidewalks around the property.

**Higuera Homes**

Higuera Homes is a semi-detached complex and consists of 50-units. This Development was built on 1967 and is located in a residential area. This development is well maintained, but requires other improvement upgrades such as bathroom upgrades and the replacement of the existing air conditioning with high efficiency heat pumps to comply with energy requirements. We recently upgraded the kitchen cabinets, range hoods and counter tops of the 50-units.

**Long Term Vision for Property:** Upgrade the interiors and hold.

**Strategies:** Complete the aforementioned upgrades during the five-year plan.

**Casas del Sol**

This development is a 50 single family dwelling units. Thirty-seven units have been sold under the Section 5h Homeownership Program. We are currently in the process of selling the remaining 13-units, which are in good condition.

**Long Term Vision for this Project:** Sell the 13 units under the 5h Homeownership Program.

**Strategies: Strategies:** Assist the potential buyers to obtain these aforementioned housing units.

**Willie Moreno Homes**

This Housing project was built on 1984 and consists of 30 single-family dwelling units. This Development is located in a residential area and consequently has a high demand. This development is well maintained, but requires other improvement upgrades such as; kitchen cabinets, bathrooms renovations, dual glazed windows and the replacement of the existing air conditioning units with high efficiency heat pumps to comply with energy requirements.

**Long Term Vision for this project:** Once these upgrade are completed this development will be more financially efficient for the Authority and it's residents.

**Strategies:** Continue to focus on the five-year plan of the upgrades needed for this development.

# ATTACHMENT F





Public Housing Agency		Project Name		Fiscal Year	
Public Housing Agency		Project Name		Fiscal Year	
Project Number	Project Name	Fiscal Year	Funds Available	Funds Available	
				FY 1981	FY 1982
0001	PROJECT NAME	1981	25,000.00		
0002	PROJECT NAME	1981	25,000.00		
0003	PROJECT NAME	1981	25,000.00		
0004	PROJECT NAME	1981	25,000.00		
0005	PROJECT NAME	1981	25,000.00		
0006	PROJECT NAME	1981	25,000.00		
0007	PROJECT NAME	1981	25,000.00		
0008	PROJECT NAME	1981	25,000.00		
0009	PROJECT NAME	1981	25,000.00		
0010	PROJECT NAME	1981	25,000.00		
0011	PROJECT NAME	1981	25,000.00		
0012	PROJECT NAME	1981	25,000.00		
0013	PROJECT NAME	1981	25,000.00		
0014	PROJECT NAME	1981	25,000.00		
0015	PROJECT NAME	1981	25,000.00		
0016	PROJECT NAME	1981	25,000.00		
0017	PROJECT NAME	1981	25,000.00		
0018	PROJECT NAME	1981	25,000.00		
0019	PROJECT NAME	1981	25,000.00		
0020	PROJECT NAME	1981	25,000.00		
0021	PROJECT NAME	1981	25,000.00		
0022	PROJECT NAME	1981	25,000.00		
0023	PROJECT NAME	1981	25,000.00		
0024	PROJECT NAME	1981	25,000.00		
0025	PROJECT NAME	1981	25,000.00		
0026	PROJECT NAME	1981	25,000.00		
0027	PROJECT NAME	1981	25,000.00		
0028	PROJECT NAME	1981	25,000.00		
0029	PROJECT NAME	1981	25,000.00		
0030	PROJECT NAME	1981	25,000.00		
0031	PROJECT NAME	1981	25,000.00		
0032	PROJECT NAME	1981	25,000.00		
0033	PROJECT NAME	1981	25,000.00		
0034	PROJECT NAME	1981	25,000.00		
0035	PROJECT NAME	1981	25,000.00		
0036	PROJECT NAME	1981	25,000.00		
0037	PROJECT NAME	1981	25,000.00		
0038	PROJECT NAME	1981	25,000.00		
0039	PROJECT NAME	1981	25,000.00		
0040	PROJECT NAME	1981	25,000.00		
0041	PROJECT NAME	1981	25,000.00		
0042	PROJECT NAME	1981	25,000.00		
0043	PROJECT NAME	1981	25,000.00		
0044	PROJECT NAME	1981	25,000.00		
0045	PROJECT NAME	1981	25,000.00		
0046	PROJECT NAME	1981	25,000.00		
0047	PROJECT NAME	1981	25,000.00		
0048	PROJECT NAME	1981	25,000.00		
0049	PROJECT NAME	1981	25,000.00		
0050	PROJECT NAME	1981	25,000.00		
0051	PROJECT NAME	1981	25,000.00		
0052	PROJECT NAME	1981	25,000.00		
0053	PROJECT NAME	1981	25,000.00		
0054	PROJECT NAME	1981	25,000.00		
0055	PROJECT NAME	1981	25,000.00		
0056	PROJECT NAME	1981	25,000.00		
0057	PROJECT NAME	1981	25,000.00		
0058	PROJECT NAME	1981	25,000.00		
0059	PROJECT NAME	1981	25,000.00		
0060	PROJECT NAME	1981	25,000.00		
0061	PROJECT NAME	1981	25,000.00		
0062	PROJECT NAME	1981	25,000.00		
0063	PROJECT NAME	1981	25,000.00		
0064	PROJECT NAME	1981	25,000.00		
0065	PROJECT NAME	1981	25,000.00		
0066	PROJECT NAME	1981	25,000.00		
0067	PROJECT NAME	1981	25,000.00		
0068	PROJECT NAME	1981	25,000.00		
0069	PROJECT NAME	1981	25,000.00		
0070	PROJECT NAME	1981	25,000.00		
0071	PROJECT NAME	1981	25,000.00		
0072	PROJECT NAME	1981	25,000.00		
0073	PROJECT NAME	1981	25,000.00		
0074	PROJECT NAME	1981	25,000.00		
0075	PROJECT NAME	1981	25,000.00		
0076	PROJECT NAME	1981	25,000.00		
0077	PROJECT NAME	1981	25,000.00		
0078	PROJECT NAME	1981	25,000.00		
0079	PROJECT NAME	1981	25,000.00		
0080	PROJECT NAME	1981	25,000.00		
0081	PROJECT NAME	1981	25,000.00		
0082	PROJECT NAME	1981	25,000.00		
0083	PROJECT NAME	1981	25,000.00		
0084	PROJECT NAME	1981	25,000.00		
0085	PROJECT NAME	1981	25,000.00		
0086	PROJECT NAME	1981	25,000.00		
0087	PROJECT NAME	1981	25,000.00		
0088	PROJECT NAME	1981	25,000.00		
0089	PROJECT NAME	1981	25,000.00		
0090	PROJECT NAME	1981	25,000.00		
0091	PROJECT NAME	1981	25,000.00		
0092	PROJECT NAME	1981	25,000.00		
0093	PROJECT NAME	1981	25,000.00		
0094	PROJECT NAME	1981	25,000.00		
0095	PROJECT NAME	1981	25,000.00		
0096	PROJECT NAME	1981	25,000.00		
0097	PROJECT NAME	1981	25,000.00		
0098	PROJECT NAME	1981	25,000.00		
0099	PROJECT NAME	1981	25,000.00		
0100	PROJECT NAME	1981	25,000.00		

1. This schedule is to be completed by the Public Housing Agency.  
 2. This schedule is to be completed by the Public Housing Agency.



Part III: Implementation of the Digital Fund Accounting Program				
Countywide Account System	Total Available Budget (Actual Available)		Available from Budget (Actual Available)	
	Total Available Budget	Actual Available	Total Available Budget	Actual Available
AVP1	00100000		00100000	
AVP2	00100000		00100000	
AVP3	00100000		00100000	
AVP4	00100000		00100000	
AVP5	00100000		00100000	
AVP6	00100000		00100000	
AVP7	00100000		00100000	
AVP8	00100000		00100000	
AVP9	00100000		00100000	
AVP10	00100000		00100000	
AVP11	00100000		00100000	
AVP12	00100000		00100000	
AVP13	00100000		00100000	
AVP14	00100000		00100000	
AVP15	00100000		00100000	
AVP16	00100000		00100000	
AVP17	00100000		00100000	
AVP18	00100000		00100000	
AVP19	00100000		00100000	
AVP20	00100000		00100000	
AVP21	00100000		00100000	
AVP22	00100000		00100000	
AVP23	00100000		00100000	
AVP24	00100000		00100000	
AVP25	00100000		00100000	
AVP26	00100000		00100000	
AVP27	00100000		00100000	
AVP28	00100000		00100000	
AVP29	00100000		00100000	
AVP30	00100000		00100000	
AVP31	00100000		00100000	
AVP32	00100000		00100000	
AVP33	00100000		00100000	
AVP34	00100000		00100000	
AVP35	00100000		00100000	
AVP36	00100000		00100000	
AVP37	00100000		00100000	
AVP38	00100000		00100000	
AVP39	00100000		00100000	
AVP40	00100000		00100000	
AVP41	00100000		00100000	
AVP42	00100000		00100000	
AVP43	00100000		00100000	
AVP44	00100000		00100000	
AVP45	00100000		00100000	
AVP46	00100000		00100000	
AVP47	00100000		00100000	
AVP48	00100000		00100000	
AVP49	00100000		00100000	
AVP50	00100000		00100000	

1. Budgetary control numbers are subject to change without notice. For more information, contact the Arizona State Board of Accounts and Financial Institutions.

BUDGET REQUEST AND PERFORMANCE MEASUREMENTS				
Activity	Performance Measures			
	Target	Actual	Change	Notes
Activity 1	100%	95%	-5%	Shortfall due to resource constraints.
Activity 2	80%	82%	+2%	Exceeded target.
Activity 3	90%	88%	-2%	Minor shortfall.
Activity 4	75%	70%	-5%	Significant shortfall.
Activity 5	60%	65%	+5%	Improved performance.
Activity 6	50%	52%	+2%	Met target.
Activity 7	40%	38%	-2%	Below target.
Activity 8	30%	35%	+5%	Exceeded target.
Activity 9	20%	22%	+2%	Met target.
Activity 10	10%	12%	+2%	Exceeded target.
Activity 11	5%	5%	0%	Met target.
Activity 12	0%	0%	0%	Met target.
Activity 13	0%	0%	0%	Met target.
Activity 14	0%	0%	0%	Met target.
Activity 15	0%	0%	0%	Met target.
Activity 16	0%	0%	0%	Met target.
Activity 17	0%	0%	0%	Met target.
Activity 18	0%	0%	0%	Met target.
Activity 19	0%	0%	0%	Met target.
Activity 20	0%	0%	0%	Met target.

1. All figures are estimates and subject to change. Please refer to the Department's Budget Request for more details.

# ATTACHMENT G

Capital Asset Management Five-Year Action Plan

100 Capital Street, 1st Floor, Allentown, PA 18101  
 610-262-1000  
 www.allentownpa.gov

Part II Summary		Capital Asset Management		Total	
Item	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020
A. Total	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
B. Total Available	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
C. Total Available	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
D. Total Available	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
E. Total Available	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
F. Total Available	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
G. Total Available	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
H. Total Available	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
I. Total Available	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
J. Total Available	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
K. Total Available	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
L. Total Available	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
M. Total Available	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
N. Total Available	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
O. Total Available	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
P. Total Available	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Q. Total Available	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
R. Total Available	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
S. Total Available	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
T. Total Available	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
U. Total Available	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
V. Total Available	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
W. Total Available	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
X. Total Available	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Y. Total Available	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Z. Total Available	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000



Capital Fund Program - Five Year Action Plan

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
 OFFICE OF THE ASSISTANT SECRETARY FOR  
 PUBLIC HOUSING  
 DIVISION OF CAPITAL CONSTRUCTION

Part III Supporting Programs - Capital Fund & Work Statement  
 (All Projects in the Fund are 501  
 C3 Projects)

Available for FY 2011  
 and FY 2012

YTD

CONSTRUCTION

UPGRADE AND MAINTENANCE  
 SYSTEMS

50

\$25,400,000

OPERATIONS

UPGRADE WINDOWS  
 UPGRADE WALLS/CORERS  
 UPGRADE FLOORS

20

20

10

\$20,000,000

\$4,000,000

\$4,000,000

UPGRADE LIGHT  
 UPGRADE ROOFING

20

20

\$20,000,000

\$25,400,000

\$28,000,000

2011

\$28,000,000,000





Capital Bond Program - Five Year Action Plan

City of San Jose  
 Office of Public and Safety Services  
 1040 N. San Jose Ave  
 San Jose, CA 95128

Fiscal Year	Management Agency (MAG) (2015-2016)		Total (2015-2016)	
	Developmental/Operational	Operational/Other	Developmental/Operational	Operational/Other
2015-2016	Management Agency (MAG)	Operational/Other	Developmental/Operational	Operational/Other
	Management Agency (MAG)	46,000.00	Management Agency (MAG)	46,000.00
	Capital Operating Expenses under PFI Program	100,100.00	Capital Operating Expenses under PFI Program	100,100.00
	Interest	41,500.00	Interest	41,500.00
	Travel and Costs	52,300.00	Travel and Costs	52,300.00
		239,900.00		239,900.00



**Physical Needs Assessment  
Comprehensive Grant Program (CGP)**

U.S. Department of Housing  
and Urban Development  
Office of Native and Indian Housing

OMB Approval No. 5707-0102  
(Rev. 11/20/2004)

Where:		Legal:	
Housing Authority of the City of Deltona		Tract Number:	
Development Name:	Development Name:	ICF# Date:	02/04/07
0116 PERM-BBS	Florida House	Construction No:	
Development Type:	Ownership Type:	Structure Type:	Number of Buildings:
Apartment	Family	Detached/Semi-Detached	15
Tranitory II - Vacant	Eligible	Row	0
Tranitory II - Occupied	Mixed	Walk-Up	0
Unimproved		Row	0
Section 81, Good Financial			0
Annual Account of Needs Physical Improvements			Urgency of Need: 50

REPLACE ROOFS	1
UPGRADE BATHROOMS	2
UPGRADE FLOORS	1
REPLACE FRIDGEGATES	4
UPGRADE BATHROOMS	4

Total Preliminary Estimated Hard Costs for Needed Physical Improvements	\$ 480,450
Per Unit Hard Cost	\$ 17,910
Physical Improvements Will Result in Structural/System Survival at a Reasonable Cost	Yes: <input type="checkbox"/> No: <input type="checkbox"/>
Development Has Long-Term Physical and Social Viability	Yes: <input type="checkbox"/> No: <input type="checkbox"/>
Total Assessment Fee Paid	\$ 1,000.00

Source of Information: Information provided by Maintenance Personnel, review of work order information, Review of BKAC inspections, 1201 plan individual residents. Please advise next workdays to be held with residents on March 10, 17, & 24.



**Physical Needs Assessment**  
Comprehensive Grant Program (CGP)

U.S. Department of Housing  
and Urban Development  
Office of Public and Indian Housing

OAH Approval No. 8577-0157  
(Exp. 11/30/2008)

HUD Form 3027 Housing Authority of the City of Chicago Component Number: 000-0009-000 Development Area: Parkside Plaza			<input checked="" type="checkbox"/> Original <input type="checkbox"/> Review Number: _____ DOT Code: 02/2007/88 Development: _____	
Occupancy Type Rental: <input checked="" type="checkbox"/> Turnkey II - Vacant: _____ Turnkey II - Occupied: _____ Mutual Help: _____ Section 202 (and Related): _____	Occupancy Type Family: <input checked="" type="checkbox"/> Elderly: _____ Mixed: _____	Structure Type Detached/Semi-Detached: _____ Row: _____ Walk-Up: _____ Rowrise: _____	Number of Buildings: 23 Units: 1,000 Units per Building: 43.5 Total Units: 1,000	Number of Units: 1,000 Units per Building: 43.5 Total Units: 1,000 Occupancy Rate: 0.0
General Categories of Needed Physical Improvements				Urgency of Need (1-5)
REPLACES ROOF				1
UPENITE CONCRETE				2
PAINTING SIGNS				3
HYDRANT TESTS				4

Total Preliminary Estimate Hard Cost for Needed Physical Improvements	\$ 125,450
Per Unit Hard Cost	\$ 125.45
Physical Improvements Will Result in Significant System Benefits at a Reasonable Cost	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Development Has Long-Term Physical and Social Viability	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Date Assessment Prepared	2/10/2004
Source(s) of Information: Information provided by Maintenance Personnel, Review of Work order information, Review of ESOI Inspections, Input from (and visual) residents. Three advertised workshops to be held with residents on March 10, 17, & 24.	

# STATEMENT OF HOUSING NEEDS AND STRATEGIES TO ADDRESS THE NEEDS

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## JURISDICTION

The Housing Authority has analyzed the housing needs of low-income and very low-income families who reside in the Housing Authority's jurisdiction. Included in the analysis are housing needs of extremely low-income families, elderly families and families with disabilities, and households of various races and ethnic groups residing in the jurisdiction.

The housing needs of each of these groups have been identified separately. The identification of housing needs took into account issues of affordability, supply, quality, accessibility, size of units and location. This information was obtained from the City of Calexico's General Plan for the Housing Authority's jurisdiction. The General Plan accurately describes the housing needs of the jurisdiction in its Housing Element.

In accordance with the requirements under the Quality Housing and Work Responsibility Act of 1998, the Housing Authority of the City of Calexico has set forth within its Five-Year Plan a Needs Assessment identifying the housing needs of its jurisdiction and its waiting list.

In accordance with the Housing Needs Assessment conducted by the City of Calexico and identified in the City's General Plan, the housing needs of our community revolve around

1. The extent to which housing units are and will be available;
2. The degree to which available housing is and will be affordable;
3. The extent to which the housing stock of the City is in sound and standard condition; and
4. The extent to which overcrowding exists.

The City's Needs Assessment indicates that there is a greater need for rental units than for owner units. Other factors to consider are overcrowding and overpayment. In accordance with the City's General Plan, 55 percent of the overcrowded households were renters. If the percentages hold true, there are over 1,145 overcrowded renter households in Calexico.

The other factor supporting the demand is overpayment, which means that a household is spending over 30 percent of their income for rent or house payment. In 2000, 47 percent of all households in Calexico overpaid for housing, 56 percent of which were renter households.

Overpayment is a significant problem for the poorest families.

The City of Calexico had an ethnic composition of 95.5% Hispanic, 1.9% white and 2.1% all other races (2000 US Census).

**Housing Needs Assessment By Income Group, 2008**

The demand for housing by income group should generally parallel the percentage of households within the various income groups: very low, low, moderate and above moderate. For 2008 3294 households or 39.1% have incomes of below \$25,000 or very low and 1,163 or 13.8% have incomes 25,000 - 35,000 or low income group.

**TABLE A**

**HOUSEHOLD INCOME - CITY OF CALEXICO**

Income Ranges	2000		2008		2013	
	Number	Percent	Number	Percent	Number	Percent
Less Than \$10,000	988	14.5%	851	10.1%	902	10.0%
\$10,000-\$14,999	647	9.5%	674	8.0%	731	8.1%
\$15,000-\$24,999	1,403	20.6%	1,769	21.0%	1,714	19.0%
\$25,000-\$34,999	933	13.7%	1,163	13.8%	1,182	13.1%
\$35,000-\$49,999	1,076	15.8%	1,533	18.2%	1,633	18.1%
\$50,000-\$74,999	1,029	15.1%	1,601	19.0%	1,796	19.9%
\$75,000-\$99,999	300	4.4%	345	4.1%	550	6.1%
\$100,000+	436	6.4%	489	5.8%	514	5.7%
TOTAL	6,812	100.0%	8,425	100.0%	9,023	100.0%

Source: 2000 Census; City of Calexico Housing Element 2008

**Overpayment/ Affordability issue**

Overpayment is an important measure of the affordability of housing within a city. Overpayment for housing is based on the total cost of shelter compared to a household's ability to pay. Specifically, overpayment is defined as a household paying more than 30 percent of their gross household income for shelter. According to the US Census, shelter cost is the monthly owner costs (mortgages, deeds of trust, contracts to purchase or similar debts on the property, taxes, and insurance) or the gross rent (contract rent plus the estimated average monthly cost of utilities).

In 2000, a total of 3,185, or 48.8 percent, of all households in the City of Calexico paid in excess of 30 percent of their income for shelter (see Table 2.0-14 below). The number of owners versus renters overpaying was similar, representing 1,483 owners and 1,702 renter households respectively. Based on 3,483 owners and 3,038 renters in the City in 2000, renters accounted for a higher percentage of households that overpaid, 26.1 percent compared to 22.7 percent of owners that overpaid for shelter. The overpayment situation is particularly critical for renters with annual incomes less than \$20,000.

**TABLE B**  
**CITY OF CALEXICO HOUSEHOLDS OVERPAYING,**  
**BY INCOME AND TENURE (2000)**

<u>Income Range</u>	<u>All Households</u>		<u>Owners</u>		<u>Renters</u>	
	<u>Number Overpaying</u>	<u>Percent of all Households</u>	<u>Households Overpaying</u>	<u>Percent of all Owner Households</u>	<u>Household s Overpaying</u>	<u>Percent of all Renter House-holds</u>
Less than \$10,000	820	84.5%	161	93.1%	659	82.7%
\$10,000 - \$19,999	1,020	75.9%	284	69.6%	736	78.7%
\$20,000 - \$34,999	835	51.7%	582	69.0%	253	32.7%
\$35,000 - \$49,999	374	37.4%	320	37.9%	54	17.9%
Greater than \$50,000	136	8.9%	136	10.5%	0	0.0%
<b>TOTAL OVERPAYING</b>	<b>3,185</b>	<b>48.8%</b>	<b>1,483</b>	<b>42.6%</b>	<b>1,702</b>	<b>56.0%</b>

Source: 2000 Census; City of Calexico Housing Element 2008

**Special Needs Housing**

Within the overall housing needs estimates are segments of the population who need special consideration. These are generally people who are low income and do not have easy access to housing choices. These groups include the elderly, the disabled, single-parent households, large households, farm workers and the homeless.

1. **The Elderly**

The City of Calexico recognizes that the elderly have special access and housing affordability limitations. The City of Calexico has collaborated with both for-profit and non-profit developers in addressing these issues.

Elderly persons often age in-place, living in housing that is too expensive for their fixed incomes or structurally does not accommodate specific needs for assistance. Even though senior citizens may have difficulty living in their own home, they do not often have the options or mobility afforded to other segments of the population. They commonly have to leave their home community and relocate away from family and friends once they do find a suitable unit. The purpose of this section is to determine the housing needs for all segments of the elderly community. The senior population is defined as persons over the age of 65 years.

Currently, the senior population is estimated at 4,093 persons and is expected to increase at a rate of 4.1 percent annually over the next five years.

**TABLE C**  
**CITY OF CALEXICO SENIOR POPULATION TRENDS (65+)**

Year	Number	Change	% Change	Annual % Change
1990	1,548			
2000	2,975	1,427	92.2%	9.2%
2008	4,093	1,118	37.6%	4.7%
2013	4,929	836	20.4%	4.1%

Source: 1990 and 2000 Census; City of Calexico Housing Element 2008

Currently, senior households comprise approximately 21.7 percent of all households. The annual change for senior households is projected to increase at a rate of 6.5 percent over the next five years.

**TABLE D**  
**CITY OF CALEXICO SENIOR HOUSEHOLD TRENDS (65+)**

Year	Number	Change	% Change	Annual % Change
1990	940			
2000	1,687	747	79.5%	7.9%
2008	1,827	140	8.3%	1.0%
2013	2,421	594	32.5%	6.5%

Source: 2000 Census; City of Calexico Housing Element 2008

In 2000, 37.2 percent of all senior citizen households had incomes below \$20,000. According to the Any Site Technologies, over the last eight years, that proportion has increased by 10.6 percent to 47.8 percent of senior households. The greatest gains since the last census were in the income groups between \$10,000 and \$39,999. In 2000, 30.1 percent of the senior households had incomes between \$20,000 and \$50,000, while in 2008, 39.6 percent of Calexico's senior population was within this income range.

Table E below shows senior households by income. Senior households classified as Very Low-Income are those with annual incomes less than \$20,600. They represent 49.0 percent of all senior households in the City. Low-Income senior households have incomes between 50 and 80 percent of AMI, and households represent 23.0 percent of all senior households. Moderate-Income households have annual incomes between 80 and 120 percent of AMI, and represent 15.1 percent of senior households. Senior households with incomes classified as Above Moderate-Income, or having incomes greater than \$49,441, represented 12.9 percent of all senior households in the City of Calexico.

**TABLE E**  
**SENIORS HOUSEHOLDS BY 2007 INCOME CATEGORIES**  
**CITY OF CALEXICO**

Income Category	Income Range	Percent
Very Low	Less Than \$20,600	49.0%
Low	\$20,601 - \$32,960	23.0%
Moderate	\$32,961 - \$49,440	15.1%
Above Moderate	Greater Than \$49,441	12.9%

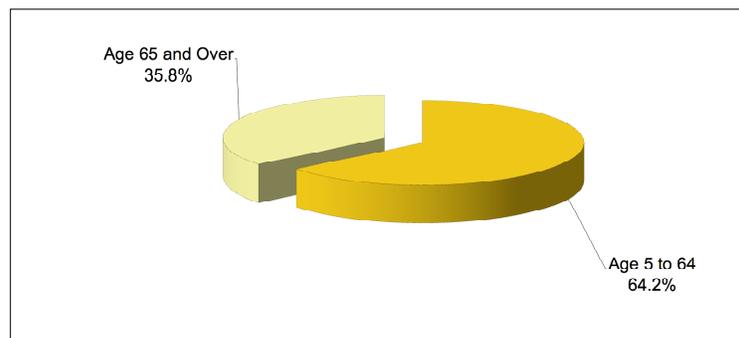
**SOURCE: 2007 HUD**

**2. The Disabled**

Three types of disabled persons are considered as having special housing needs: Physically Impaired, Mentally, and Developmentally Disabled. Each type is unique and requires specific attention in terms of access to housing, employment, social services, medical services and accessibility to housing.

In 2000, a total of 9,023 persons, or 33.9 percent of the population in the City had some type of disability. Of these, 64.2 percent, or 5,793 persons were between the ages of 5 and 64, and the remaining 35.8 percent, or 3,230 persons were 65 years of age or older.

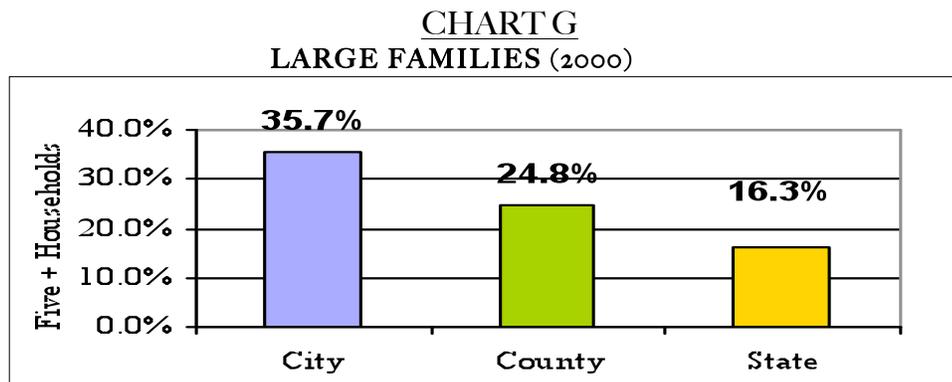
**CHART F**  
**CITY OF CALEXICO DISABLED PERSONS BY AGE (2000)**



### 3. **Large Families**

For the purposes of this section, large households are defined as households consisting of five or more persons. Generally, the needs of large families are not targeted in the housing market, especially in the multifamily market.

According to the 2000 Census (see Chart G), 35.7 percent, or 2,432 Calexico City households were large households, consisting of five or more persons. Both the City and the County had a larger portion of large households than the State's large household percentage of 16.3 percent, during the same period.



Source: Census 2000

**TABLE H**  
**CITY OF CALEXICO BEDROOM TYPES BY TENURE (2000)**

Bedroom Type	Owner Units		Renter Units		Total	
	Number	Percent	Number	Percent	Number	Percent
0 BR	96	2.5%	445	14.6%	541	7.9%
1 BR	406	10.8%	1,006	33.1%	1,412	20.8%
2 BR	573	15.2%	914	30.1%	1,487	21.9%
3 BR	1,533	40.7%	519	17.1%	2,052	30.2%
4 BR	1,074	28.5%	138	4.5%	1,212	17.8%
5+ BR	81	2.2%	16	0.6%	97	1.4%
<b>TOTAL</b>	<b>3,763</b>	<b>100.0%</b>	<b>3,038</b>	<b>100.0%</b>	<b>6,801</b>	<b>100.0%</b>

Source: 2000 Census; City of Calexico Housing Element 2008

Large households, consisting of five or more persons, are generally known to have lower incomes than smaller households, frequently resulting in occupying smaller dwelling units, and the acceleration of housing unit deterioration. According to the 2000 Census, there were 2,411 large households in the City and 1,309 housing units, both owner and renter occupied, with four or more bedrooms. This previous statement indicates a severe shortage of large housing units in the City.

4. **Single-Parent Households**

Single-parent households are considered a special needs group due to the need for reasonable day care, health care, and affordable housing. A significant portion of single-parent households has a female as the head of the household. Single-parent households often have lower incomes, limiting their access to available housing, and are at risk of becoming homeless or cost burdened by housing costs.

The 2000 Census counted 3,727 family households with children under 18 years of age in the City of Calexico (see Table I). Of these households 892 or 23.9 percent are headed by a single parent.

Table I  
City of Calexico household type and presence  
of children 18 years old and under (2000)

HOUSEHOLD TYPE	NUMBER*	PERCENT
Family Households	4,262	62.6%
With Children Under 18 Years Old	2,835	66.5%
With No Children	1,427	33.5%
Female Householder, no husband present	1,464	21.5%
Female Householder With Children**	752	51.4%
Female Householder With No Children**	712	48.6%
Male Householder With Children*	310	4.5%
Male Householder With Children**	140	45.2%
Male Householder With No Children**	170	54.8%
Non-family Households	776	11.4%
TOTAL Households	6,812	
Source: 2000 Census; City of Calexico Housing Element 2008		
* No spouse present		
Note: ** Number of households is not mutually exclusive		

In the City of Calexico, 1,364 or 22.6 percent of the total family households were below the 2000 Census poverty level. Approximately 39.5 percent (539) of the family households below poverty level were female-headed households. Of the female-headed households below poverty level, 91.4 percent (493) had children under 18 years of age.

5. **Farm workers**

Estimating farm workers and those households associated with farm work within the State is extremely difficult. Generally, the farm worker population contains two segments of farm workers; permanent and migratory (seasonal) farm workers. Both segments have remained relatively stable. The permanent population consists of farm workers who have settled in the region and maintain local residence and

who are employed most of the year. The migratory farm worker population consists of those farm workers who typically migrate to the region during seasonal periods in search of farm labor employment. Traditional sources of population estimates, including the 2000 Census, have tended to significantly underestimate farm worker population. Moreover, different employment estimation techniques result in diverse estimates of local agricultural employment. Nonetheless, a range of estimates of farm workers in the State can be derived. Further, by applying assumptions derived from surveys specifically targeted toward farm workers, aggregate population (both workers and households) can be estimated.

The City of Calexico can accommodate the development of farm worker housing in any zone that permits the type of housing being built (i.e., multifamily, single family, or group housing) without any special conditions. The percent of the City's farm worker population is small, the housing needs of this group are addressed through its standard affordable housing strategies. According to the City of Calexico, one multi-family complex currently offers rental units targeted to the farm worker population, the Calexico Family Apartments II (Chelsea Investment Corp.).

#### **6. Homeless Persons and Families**

The City of Calexico Police Department indicates that the incidence of homelessness in the City is minimal. Since the Immigration and Naturalization Service is very active along the border, the homeless do not usually stay where they may be questioned by INS officers.

Catholic Charities provides housing and meals to 40 male clients on a daily basis. The Neighborhood House has been providing emergency shelter and transitional housing for women and children in Calexico since 1989. Twenty-nine beds are available year-round. In addition, the Neighborhood House operates two preschools, distributes emergency food baskets, provides many types of assistance, training and information referrals, offers workshops and classes and hosts a nutrition site.

In early 1996, HACC, the Imperial Valley Housing Authority, the City of El Centro and representatives of providers of homeless programs and services formed the El Centro Regional Homeless Task Force.

The strategy of the Continuum includes outreach, intake and assessment to prevent homelessness for all County residents and to provide services to those who do become homeless. Services include Basis Emergency/Crisis Shelter, Transitional Housing, Supportive Services (meals and food programs, health services, mental health, protective services, family support services, literacy programs, employment training, child abuse prevention, drug and alcohol programs, support for victims of domestic violence).

Transitional Housing is defined as interim housing helping families move from homelessness to self-sufficiency by providing short-term housing (usually two years) at extremely low rent to qualified families. This type of housing is considered

multifamily in nature and is permitted by right in the high-density multifamily residential district.

Overcrowding is defined by the Census as having more than one person per room living in a single housing unit. Generally, a room is defined as a living room, dining room, kitchen, bedroom, or finished recreation room.

Substandard housing indices, without physical inspection, can generally be judged as overcrowded, units lacking complete plumbing, and units constructed before 1940 without diligent maintenance. In the City of Calexico (see Table J below), the percentage of overcrowded units was 30.7 percent in 2000. Approximately 3.1 percent of the housing was built before 1940 and 0.7 percent of the units lacked complete plumbing facilities.

TABLE J  
**INDICATORS OF SUBSTANDARD HOUSING - 2000**

Indicators	Number	Percent
<b>CITY OF Calexico</b>		
Overcrowded	2,087	30.7%
Lacking Complete Plumbing Facilities	46	0.7%
Built 1939 or Earlier	212	3.1%
Source: 2000 Census; City of Calexico Housing Element 2008		

The information from the City’s General Plan and the Housing Authority’s waiting lists was analyzed to identify the housing needs of the jurisdiction. The Housing Authority used this analysis to prepare the five-year goals and objectives, which reflect our priorities as, set forth in our Mission Statement.

Also, we have attached data and tables that provide an analysis of the Housing Authority of the City of Calexico’s waiting list.

Finally, we the HACC intends to address our community's housing needs to the maximum extent practical. While we wish we could meet all the needs that exist in our jurisdiction, we are not optimistic about achieving this objective in the short term. The problem is that we lack the resources to address our housing needs. Neither the Housing Authority of the City of Calexico or the City of Calexico has the resources necessary to accomplish our objective. Additional resources must come from all levels of government. The Federal government must be a major partner. The only practical thing we can do is to continue to apply for the grant funding made available by the U.S.

Department of Housing and Urban Development and seek other sources of financing such as tax credits, bond financing, etc. to build additional units of affordable housing to address the great need.

Presently, the Housing Authority of the City of Calexico receives over one million dollars for our existing Section 8 Program. We will continue to use these resources efficiently to maximize the amount of units that we can lease to assist our community. In addition, the HACC has recently participated in the construction of an 80-unit affordable senior housing complex and is administering the sale of 50 single-family homes under the 5h Homeownership Program. It is also proceeding with the selection of a developer to seek affordable housing opportunities with the proceeds from the 5h sales.

### **WAITING LIST**

The Housing Authority has analyzed the housing needs of low-income and very low-income families on the Housing Authority's public housing and Section 8 waiting lists. Included in the analysis are housing needs of extremely low-income families, elderly families and families with disabilities, and households of various races and ethnic groups on the Housing Authority's waiting lists.

The housing needs of each of these groups have been identified separately. The identification of housing needs took into account issues such as affordability, supply, accessibility, size of units and location.

### **NEEDS ASSESSMENT**

Through analysis of the Housing Authority's jurisdiction and waiting lists, the Housing Authority believes that extremely low-income families, very low-income families, low-income families, families with special needs, persons with disabilities, the elderly persons, farm workers, homeless persons with families are least well-served in the Housing Authority's jurisdiction.

### **BARRIERS TO AFFORDABLE HOUSING**

There are barriers in the Housing Authority's jurisdiction, which impact the Housing Authority's ability to provide affordable housing to these needy populations. The population groups identified as extremely low-income families, very low-income families, low-income families, families with special needs, persons with disabilities, the elderly persons, farm workers, homeless persons with families face the following barriers to obtain affordable housing:

- Affordability
- Supply of housing resources
- Quality of available housing
- Size of housing units available
- Accessibility
- Public opposition
- Local zoning requirements
- Lack of Housing Authority resources
- Building requirements

**Totals for Housing Needs of Families on the Public Housing and Section 8 Tenant-Based Assistance Waiting Lists**

**Combined Section 8 and Public Housing Waiting List**

<b>FAMILY TYPE</b>	<b># of families</b>	<b>% of total families</b>
Waiting list total	2161	100%
Extremely low income <=30% AMI	2074	96%
Very low income (>30% but <=50% AMI)	57	2.7%
Low income (>50% but <80% AMI)	30	1.4%
Families with children	1496	70%
Elderly families	394	19%
Families with Disabilities	30	1.4%
Hispanic	2146	99.31%
White	15	.69%
Other		0%

## ANALYSIS OF THE PUBLIC HOUSING WAITING LIST

<b>Total Number of Families on the Waiting List</b>	673
 <b>Bedroom Breakdown:</b>	
One Bedroom Applicants	278
Two Bedroom Applicants	352
Three Bedroom Applicants	38
Four Bedroom Applicants	5
Five Bedroom Applicants	0
Six or more Bedroom Applicants	0
 <b>Income Distribution of Applicants:</b>	
Applicants between 50% and 80% of Median	5
Applicants between 30% and 49.9% of Median	9
Applicants at less than 30% of Median	659
 <b>Number of Applicant Families Headed by an Elderly Person</b>	 205
<b>Number of Applicant Families with a Person with a Disability</b>	10
 <b>Racial/Ethnic Breakdown:</b>	
White (Non-Hispanic)	4
Black (Non-Hispanic)	0
American Indian/Native Alaskan	0
Asian or Pacific Islander	0
Hispanic	669
Other	0
 <b>Average Length of Time to Receive Housing (in months)</b>	 6-60

# ANALYSIS OF THE SECTION 8 WAITING LIST

<b>Total Number of Families on the Waiting List</b>	1499
<b>Number of Applicant Families Headed by an Elderly Person</b>	394
<b>Number of Applicant Families with a Person with a Disability</b>	20
<b>Racial/Ethnic Breakdown:</b>	
White (Non-Hispanic)	11
Black (Non-Hispanic)	0
American Indian/Native Alaskan	0
Asian or Pacific Islander	0
Hispanic	1477
Other	0
<b>Average Length of Time to Receive Housing (in months)</b>	6-60

## **STRATEGIES TO ADDRESS HOUSING NEEDS**

The Housing Authority intends, to the maximum extent practicable, to address the community housing needs described above. The Housing Authority's efforts over the next year will center on addressing the supply of housing resources and forming partnership to produce more affordable housing units.

Other strategies to be considered include responding to HUD Notices of Funding Availability for additional funds, applying for additional Section 8 Vouchers, developing partnerships with organizations such as real estate developers and tax credit investors, providing homeownership opportunities and developing partnerships with non-profits for transitional housing for the homeless.

Strategies to address the Shortage of affordable housing for all eligible populations

**Strategy 1.** Maximize the number of affordable units available to the PHA within its current resources by:

1. Employ effective maintenance and management policies to minimize the number of public housing units off-line
2. Reduce turnover time for vacated public housing units
3. Reduce time to renovate public housing units
4. Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
5. Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
6. Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
7. Participate in the Consolidated Plan development process to ensure coordination with broader community strategies

**Strategy 2: To address increasing the number of affordable housing units by:**

1. Apply for additional section 8 units should they become available
2. Leverage affordable housing resources in the community through the creation of mixed - finance housing
3. Pursue housing resources other than public housing or Section 8 tenant-based assistance.
4. Participate and assist the Redevelopment Agency of the City of Calexico to produce more Affordable Housing Units

**Actions to address Specific Family Types: Families at or below 50% of median**

**Strategy 3: Target available assistance to families at or below 50% of AMI**

1. Adopt rent policies to support and encourage work

## **Actions to address Specific Family Types: A - The Elderly**

### **Strategy 4: Target available assistance to the elderly:**

1. Apply for special-purpose vouchers targeted to the elderly, should they become available
2. To continue supporting mix financing for senior affordable housing.
3. Work with Calxico Redevelopment Agency to encourage developer to produce more Affordable Senior Housing Units.

## **Actions to address Specific Family Types: B - Families with Disabilities**

### **Strategy 5: Target available assistance to Families with Disabilities:**

1. Carry out the modifications needed in public housing based on the proposed Five-Year Capital Fund Program and as necessary.
2. Affirmatively market to local non-profit agencies that assist families with disabilities

### **Strategy 6: Support and Conduct activities to affirmatively further fair housing by:**

1. Counseling section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units

## **Reasons for Selecting Strategies**

The HACC will pursue the aforementioned strategies based on:

1. Funding constraints
2. Staffing constraints
3. Limited availability of sites for assisted housing
4. Extent to which particular housing needs are met by other organizations in the community
5. Evidence of housing needs as demonstrated in the Consolidated Plan, the PHA Waiting List and other information available to the PHA
6. Influence of the housing market on PHA programs
7. Results of consultation with local or state government

The HACC will continue to pursue any and all options available to it with the ultimate goal of providing clean, affordable quality housing and improving the standard of living of the population it serves.

# ATTACHMENT I

# Certification for a Drug-Free Workplace

U.S. Department of Housing and Urban Development

Applicant Name

HOUSING AUTHORITY OF THE CITY OF CALEXICO

Program/Activity Receiving Federal Grant Funding

FIVE-YEAR PLAN 2009-2013 & ANNUAL PLAN FYE 07/01-06/30/2010

Acting on behalf of the above named Applicant as its Authorized Official, I make the following certifications and agreements to the Department of Housing and Urban Development (HUD) regarding the sites listed below:

I certify that the above named Applicant will or will continue to provide a drug-free workplace by:

a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Applicant's workplace and specifying the actions that will be taken against employees for violation of such prohibition.

b. Establishing an on-going drug-free awareness program to inform employees ---

(1) The dangers of drug abuse in the workplace;

(2) The Applicant's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph a.;

d. Notifying the employee in the statement required by paragraph a. that, as a condition of employment under the grant, the employee will ---

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

e. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph d.(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph d.(2), with respect to any employee who is so convicted ---

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs a. thru f.

2. **Sites for Work Performance.** The Applicant shall list (on separate pages) the site(s) for the performance of work done in connection with the HUD funding of the program/activity shown above: Place of Performance shall include the street address, city, county, State, and zip code. Identify each sheet with the Applicant name and address and the program/activity receiving grant funding.)

Check here  if there are workplaces on file that are not identified on the attached sheets.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

**Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties.  
(18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official

OSCAR G. RODRIQUEZ

Title

EXECUTIVE DIRECTOR

Signature

Date

04/01/2009

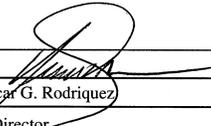
X

form HUD-50070 (3/98)  
ref. Handbooks 7417.1, 7475.13, 7485.1 & .3

**DISCLOSURE OF LOBBYING ACTIVITIES**

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352  
(See reverse for public burden disclosure.)

Approved by OMB  
0348-0046

<b>1. Type of Federal Action:</b> <input type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	<b>2. Status of Federal Action:</b> <input type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	<b>3. Report Type:</b> <input checked="" type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change <b>For Material Change Only:</b> year _____ quarter _____ date of last report _____
<b>4. Name and Address of Reporting Entity:</b> <input type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known:  Congressional District, if known: 4c	<b>5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime:</b>  Congressional District, if known:	
<b>6. Federal Department/Agency:</b>	<b>7. Federal Program Name/Description:</b>  CFDA Number, if applicable: _____	
<b>8. Federal Action Number, if known:</b>	<b>9. Award Amount, if known:</b> \$	
<b>10. a. Name and Address of Lobbying Registrant</b> <i>(if individual, last name, first name, MI):</i>	<b>b. Individuals Performing Services</b> <i>(including address if different from No. 10a)</i> <i>(last name, first name, MI):</i>	
<b>11.</b> Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature:  Print Name: <u>Oscar G. Rodriguez</u> Title: <u>Executive Director</u> Telephone No.: <u>(760) 357-3013 ext. 12</u> Date: <u>04/01/2009</u>	
<b>Federal Use Only:</b>		Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)

**RESOLUTION NO. 2078-09-04**

**PHA Certifications of Compliance with the PHA Plans and Related Regulations:  
Board Resolution to Accompany the PHA 5-Year and Annual PHA Plan**

*Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the **X** 5-Year and/or **X** Annual PHA Plan for the PHA fiscal year beginning **2009**, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:*

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA certifies that there has been no change, significant or otherwise, to the Capital Fund Program (and Capital Fund Program/Replacement Housing Factor) Annual Statement(s), since submission of its last approved Annual Plan. The Capital Fund Program Annual Statement/Annual Statement/Performance and Evaluation Report must be submitted annually even if there is no change.
4. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Board or Boards in developing the Plan, and considered the recommendations of the Board or Boards (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
6. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
7. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
8. For PHA Plan that includes a policy for site based waiting lists:
  - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2006-24);
  - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
  - Adoption of site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
  - The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing;
  - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
10. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
11. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.

12. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
13. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
14. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
15. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
16. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
17. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
18. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments), 2 CFR Part 225, and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
19. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
20. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
21. The PHA provides assurance as part of this certification that:
  - (i) The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
  - (ii) The changes were duly approved by the PHA Board of Directors (or similar governing body); and
  - (iii) The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours.
22. The PHA certifies that it is in compliance with all applicable Federal statutory and regulatory requirements.

**HOUSING AUTHORITY OF THE CITY OF CALEXICO**

**CA039**

PHA Name

PHA Number/HA Code

5-Year PHA Plan for Fiscal Years 20 10 - 20 14

Annual PHA Plan for Fiscal Years 2009 - 2010

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official	Title
<b>OSCAR G. RODRIQUEZ</b>	<b>EXECUTIVE DIRECTOR</b>
Signature	Date
	<b>04/01/2009</b>

**DISCLOSURE OF LOBBYING ACTIVITIES  
CONTINUATION SHEET**

Approved by OMB  
0348-0046

Reporting Entity: HOUSING AUTHORITY OF THE CITY OF CALEXICO Page 2 of 2

**N/A**

**Certification of Payments  
to Influence Federal Transactions**

U.S. Department of Housing  
and Urban Development  
Office of Public and Indian Housing

Applicant Name

Housing Authority of the City of Calexico

Program/Activity Receiving Federal Grant Funding

Five-Year Plan 2009-2013 & Annual Plan FY 07/012009 - 06/30/2010

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

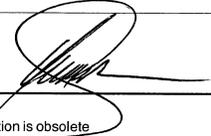
(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying, in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

**Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties.  
(18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official Oscar G. Rodriguez	Title Executive Director
Signature 	Date (mm/dd/yyyy) 04/01/2009

Previous edition is obsolete

form HUD 50071 (3/98)  
ref. Handbooks 7417.1, 7475.13, 7485.1, & 7485.3

**Certification by State or Local Official of PHA Plans Consistency with  
the Consolidated Plan**

I, Ralph Velez the City Manager of the City of Calexico certify  
that the Five Year and Annual PHA Plan of the Calexico Housing Authority is  
consistent with the Consolidated Plan of the City of Calexico prepared  
pursuant to 24 CFR Part 91.



Signed / Dated by Appropriate State or Local Official