

**AGENDA**  
**REGULAR MEETING OF  
THE BOARD OF COMMISSIONERS OF THE  
HOUSING AUTHORITY OF THE COUNTY OF TULARE**  
**4:00 P.M.**  
**WEDNESDAY, MAY 20, 2026**  
**5140 W. CYPRESS AVENUE**  
**VISALIA, CALIFORNIA**

**Mission Statement**

*To provide affordable, well-maintained rental housing to qualified low and very low-income families.  
Priority shall be given to working families, seniors, and the disabled.  
Tenant self-sufficiency and responsibility shall be encouraged.  
Programs shall be self-supporting to the maximum extent feasible.*

1. Roll Call / Call to Order.
2. \*Public-Comment Period.
3. #3 Approval of Minutes of the Regular Meeting Held on April 15, 2026, and Bills for April 2026 Operations.
4. #53 Presentation of Investment Report for Quarter Ended March 31, 2026.
5. Presentation of Single Audit Report for Year Ended June 30, 2026.
6. #57 Revisions to the Housing Choice Voucher Moving -to-Work Policies.
7. #62 Presentation and Approval to Enter into a Subrecipient Agreement with the City of Tulare Tenant Based Rental Assistance (TBRA) Program.
8. #138 Presentation and Approval of the Farm Labor Management Plan.
9. Executive Director's Report.
10. **CLOSED SESSION:**
  1. Conference with Legal Counsel re Government Code Section 54956.95 – Liability Claim. Claimant: Immunique Dixon Agency claimed against: Housing Authority of the County of Tulare.
  2. Government Code Section 54956.9(d) (2) – Conference with Legal Counsel – Anticipated Litigation – Significant Exposure to Litigation: 1 case in which facts are not yet known to potential plaintiff.
  3. Public Employee Discipline – Government Code Sec. 54957.
11. Attorney/Client Conference.
12. Adjournment.

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In compliance with the *Americans with Disabilities Act* and the *California Ralph M. Brown Act*, if you need special assistance to participate in this meeting, or to be able to access this agenda and documents in the agenda packet, please contact Ana Fuerte at 559-627-3700, extension 122. Notification forty-eight (48) hours prior to the meeting will enable the Authority to make reasonable arrangements to ensure accessibility to this meeting and/or provision of an appropriate alternative format of the agenda and documents in the agenda packet. (28 CFR 35.102-35.104 ADA Title II). Materials related to an item on this Agenda submitted to the legislative body after distribution of the agenda packet are available for public inspection at 5140 W. Cypress Avenue, Visalia, CA 93277, during normal business hours. Notification of forty-eight hours (48) hours prior to the meeting will enable the Authority to provide interpreting services in other languages.

\*Members of the public may comment on any item not appearing on the Agenda. Under state law, matters presented under this item cannot be discussed or acted upon by the Board at this time. For items appearing on the Agenda, the public is invited to make comments when the item comes up for Board consideration. So that all interested parties have an opportunity to speak, any person addressing the Board will be limited to a maximum of three (3) minutes, with a total of fifteen (15) minutes allotted for the Public Comment Period. Comments should be relevant to matters within the Board's subject matter jurisdiction and not repetitive of previous speakers. If you wish to agree with a previous speaker, you may state so on the record. If you have a written statement, please hand it to HATC Staff and it will be included in the minutes of this meeting and circulated to the Board.

**AGENDA**  
**REUNIÓN REGULAR DE**  
**LA MESA DE COMISIONADOS DE**  
**LA AUTORIDAD DE VIVIENDAS DEL CONDADO DE TULARE**  
**4:00 P.M.**  
**MIÉRCOLES, 20 DE MAYO DEL 2026**  
**5140 W. CYPRESS AVENUE**  
**VISALIA, CALIFORNIA**

Nuestra Misión

*Proveer viviendas habitables y de renta aceptable para familias de bajos o muy bajos ingresos que califiquen. La prioridad es para familias que trabajen, personas de edad avanzada y personas incapacitadas. La responsabilidad y autosuficiencia del inquilino debe ser fomentada. Los programas deben mantener por si solos a su máxima extensión factible.*

1. Pase de Lista / Llamada a Orden.
2. \*Periodo de Comentario Público.
3. Aprobación de los Minutos de la Reunión Regular del 15 de Abril del 2026 y Aprobación de las Facturas de las Operaciones de Abril del 2026.
4. Presentación del Informe de Inversiones del Trimestre Terminado el 31 de Marzo de 2026.
5. Presentación del Reporte de la Auditoria Singular para el Año que Termino el 30 de Junio del 2026.
6. Revisiones a las Políticas de Mudanza al Trabajo del Programa de Vales de Elección de Vivienda.
7. Presentación y aprobación para celebrar un acuerdo de subreceptor con la Ciudad de Tulare del Programa de Asistencia de Alquiler Basado en Inquilinos (TBRA).
8. Presentación y Aprobación del Plan de Gestión de Mano de Obra Agrícola.
9. Reporte del Director Ejecutivo.
10. **SECCION CERRADA:**
  1. Conferencia con Asesor Legal sobre el Código Gubernamental Sección 54956.95 – Reclamo de Responsabilidad. Demandante: [Immunique Dixon] Agencia contra la que se reclama: Autoridad de Vivienda del Condado de Tulare.
  2. Sección 54956.9(d) (2) del Código de Gobierno – Conferencia con Asesor Legal – Litigio Anticipado – Exposición Significativa a Litigio: 1 caso en el que los hechos aún no son conocidos por el posible demandante.
  3. Disciplina de los empleados públicos – Código de Gobierno Sección 54957.
11. Conferencia Abogado/Cliente.
12. Clausura.

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En cumplimiento con el *Acto de Incapacidad de Americanos* y el *Acto de California Ralph M. Brown*, si Ud. Necesita asistencia especial en participar en esta junta o poder acceder a esta agenda y documentos en el paquete de la agenda, por favor de comunicase con Ana Fuerte, teléfono 559-627-3700, extensión 122. Notificación de 48 horas antes de la junta podrá de que la Autoridad pueda hacer arreglos razonables para asegurarse de accesibilidad a esta junta y / o provisión de un formato alternativo apropiado de la agenda y documentos en el paquete de la agenda. (28 CFR 35.102-35. 104 Título de ADA II) Materiales Relacionados con los objetos en esta Agenda sometidos al cuerpo legislativo después de la distribución de este paquete de Agenda estarán disponibles para inspección del público en el 5140 W. Cypress Ave, Visalia, CA 93277 durante las horas normales de trabajo. Notificación de cuarenta y ocho (48) horas antes de la junta le permitirá a la Autoridad que pueda proveer servicios de interpretación en otros idiomas.

\*Los miembros del público pueden comentar sobre cualquier tema que no aparezca en la Agenda. Según la ley estatal, los asuntos presentados bajo este ítem no pueden ser discutidos ni tomarse decisiones por parte de la Junta en este momento. Para los ítems que aparecen en la Agenda, se invita al público a hacer comentarios cuando el ítem sea considerado por la Junta. Para que todas las partes interesadas tengan la oportunidad de hablar, cualquier persona que se dirija a la Junta estará limitada a un máximo de tres (3) minutos, con un total de quince (15) minutos asignados para el Período de Comentarios del Público. Los comentarios deben ser relevantes a los asuntos dentro de la jurisdicción del tema de la Junta y no repetitivos de oradores anteriores. Si desea estar de acuerdo con un orador anterior, puede indicarlo en el registro. Si tiene una declaración escrita, por favor, entréguela al personal de HATC y se incluirá en las actas de esta reunión y se distribuirá a la Junta.

**MINUTES OF THE REGULAR MEETING  
OF THE  
HOUSING AUTHORITY OF THE COUNTY OF TULARE**

**WEDNESDAY, APRIL 15, 2026**

**1. ROLL CALL/CALL TO ORDER:** Chairperson Hess called the meeting to order at 4:00 P.M., and a roll call showed the following members in attendance:

**COMMISSIONERS PRESENT:**

John Hess, Chairperson  
Judy Silicato, Vice Chairperson  
Tomas Velasquez, Commissioner  
Raymond Macareno, Commissioner  
Sharon Chavarria, Commissioner  
Katheleen Marrione, Commissioner

**COMMISSIONERS ABSENT:**

Joanne Walters, Commissioner

**STAFF MEMBERS PRESENT:**

Cynthia Lopez, Deputy Executive Director  
Julia M. Lew, Attorney  
Janice Avila, Human Resources Manager  
Ana Fuerte, Administrative Assistant

**STAFF MEMBERS ABSENT:**

Ken Kugler, Executive Director

There being a quorum present, Chairperson Hess declared the meeting ready to transact business.

**2. PUBLIC-COMMENT PERIOD:** Chairperson Hess declared the public-comment period open. There was no one present from the public to comment.

**3. APPROVAL OF MINUTES OF REGULAR MEETING HELD MARCH 18, 2026 AND BILLS FOR MARCH OPERATIONS:**

Commissioner Velasquez presented a motion to approve the minutes of the regular meeting held March 18, 2026, and the bills for March 2026 operations as presented. Commissioner Silicato seconded the motion, which passed by the following vote:

AYES: Hess, Velasquez, Silicato, Chavarria, Macareno, Marrione  
NAYES: None  
ABSTAIN: None  
ABSENT: Walters

**4. PRESENTATION OF INVESTMENT REPORT FOR QUARTER ENDED**

**MARCH 31, 2025:** Ms. Cindy Lopez, Deputy Executive Director has informed the Board that this item will be tabled for next Board meeting in May.

**5. PRESENTATION OF THE 2026 HOUSING AUTHORITY SCHOLARSHIP**

**PROGRAM:** Ms. Janice Avila informed the Board about this year’s applicants and reminded the Board about what requirements are needed by each applicant in order to be considered for a scholarship. This year’s essay topic was “What Is Your Favorite Quote and Why”. There was a total of 16 people who applied. 4 of which were not considered because of missing requirements. A total of 6 were selected as recipients based on their academic achievements, extracurricular activities and how involved they were in school. In addition, their reference letters and essays were reviewed. The Housing Authority of Tulare County has helped a total of 35 students throughout the years.

**6. REQUEST FOR APPROVAL OF THE PURCHASE OF A 2025 ¾ TON PICKUP TRUCK BY ADMINISTRATIVE FUNDS IN THE AMOUNT OF \$46,832.99:**

Ms. Lopez informed the Board about the new truck that is being considered to be added to our fleet. This will allow us to cycle out an older vehicle and update our Maintenance trucks in our fleet.

Commissioner Silicato presented a motion to approve the purchase of a 2025 ¾ ton pickup truck by administrative funds in the amount of \$46,832.99. Commissioner Chavarria seconded the motion, which passed by the following vote:

- AYES: Hess, Velasquez, Silicato, Chavarria, Macareno, Marrione
- NAYES: None
- ABSTAIN: None
- ABSENT: Walters

**7. REVIEW AND DISCUSSION OF THE NEW HOUSING AUTHORITY OF**

**TULARE COUNTY LOGO DEVELOPMENT:** Ms. Lopez informed the Board about the logo still being in development. With the logo still being in the development stage, we haven’t committed to one at this time. We will continue to bring new developments to the Board as they are received.

**8. DEPUTY EXECUTIVE DIRECTOR’S REPORT:**

Mrs. Lopez informed the Board regarding the RAD project that is moving forward. Updated site plans have been received. Environmental testing is underway.

Mrs. Lopez informed the Board about the Bardsley Garden, 48-unit Senior housing being in the final stage of the USDA approval. Looking forward to closing on the project and adding to our current portfolio.

Mrs. Lopez informed the Board about having Zeffert University for our training program for all clerks. With this new training, each clerk will have a designated training curriculum designed to their area of expertise.

Mrs. Lopez mentioned to the Board about the Gardenia project closing the construction and permanent financing loan on this 41-unit project in Farmersville.

Mrs. Lopez informed the Board about the Demaree project currently being in the leasing stage. With the certificate of occupancy being received, this project will bring an additional 222 units to our community located in Visalia off of Houston and Demaree.

Mrs. Lopez took a moment to acknowledge the incident that occurred in Porterville and addressed the importance of how the lock out/eviction process looks on our end. This involves a form that gets completed that provides information of any area of concern that needs to be addressed before going into these situations. This form is provided to the Sheriff's office prior to arriving and serving these notices. Also shared a copy of a memo to staff to report any issue that are of concern to Direct Supervisor.

**9. ADJOURNMENT:** There being no further business to come before the Board, Chairperson Hess declared the meeting adjourned at 04:45 pm.

Respectfully Submitted,

By \_\_\_\_\_

KEN KUGLER, Secretary

Accounts Payable Monthly Billing Report for the Period 04/01/2026 through 04/30/2026

Vendor Name	CheckTotal														
		1	LOW RENT	FLC	TFLC	ELMWD	SBRIDGE	KBURGLD	PDISE LD	CC	830E RVLT	SFP	LA SERENA	ADMIN	1
		2	RETIRE	KAWO	VICKIE	VGW	LINMAR	MILLCRK	ROBIN	ZACRY	JACOB	SHADY	CYPGRD	DOUGLS	2
		3	WPV	POPLAR	CRNSHW	PARKSD	EUCLID	GW1	VILGRV	CT&PDS	GROVES	ENCINA	TULEV	WTRL	3
		4	SALLEE	VCHR	ALLOC	GW II	SULTAN	MYRTLE	1634S GRDN	OAKWD	PALOMAR	TRCYCT	NSP	MANZTA	4
		5	EKAW	CYPCVE	FAIRVW	ASHLAN	ASPEN	LOTAS	SEQVIL	TMHSA	WILLOW	NLYNORA	NEWCOMB	ORIOLE	5
		6	LVRSLN	CTYMNR	VISGAR	MISSIONCT	BELMNT	AVENAL	KPC	SCNTRL	SCROWE	LESLIE	VICWD	ORNGWD	6
		7	S GRDN	KMCSCTRL	PACCOURT	SSFE TPLX	VASSAR	BATES	QUINCE	1844SGRD	FULGHAM	KIMBAL	1ST DINUBA	LARK	7
		8	ROOSEVLT	LYRA TPX	LAKEVIEW	99PALM	TBRA	W TUL	CDBG	MYRTLESNR	EHV	S COURT	CONYER	CHERRY	8
		9	STJOHN	CREPE MYTL	1233BURKE	VILLA	MERRIT	MONARCH	NOBLE	DEMAREE	GARDINER	EASTRIDGE	LINDSAY LD	PVILLE LAND	9
36 NORTH OIL CHANGERS, LLC	112.04	1	112.04												1
		2													2
		3													3
		4													4
		5													5
		6													6
		7													7
		8													8
		9													9
ACE COMFORT SOLUTIONS INC.	7,446.74	1	6,969.80										276.94		1
		2													2
		3													3
		4													4
		5											200.00		5
		6													6
		7													7
		8													8
		9													9
ACTION EQUIPMENT	167.53	1											167.53		1
		2													2
		3													3
		4													4
		5													5
		6													6
		7													7
		8													8
		9													9
ADMIN LOAN	342,895.03	1								3,030.15					1
		2		260,708.50		9,542.54		6,247.27			1,257.47				2
		3													3
		4								4,768.05					4
		5				5,091.95			2,925.57		1,181.79		9,084.62		5
		6					2,410.98			1,511.86	2,732.82	3,076.98		22,817.81	6
		7										6,506.67			7
		8													8
		9													9

Accounts Payable Monthly Billing Report for the Period 04/01/2026 through 04/30/2026

Vendor Name	CheckTotal	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
		1	LOW RENT	FLC	TFLC	ELMWD	SBRIDGE	KBURGLD	PDISE LD	CC	830E RVLT	SFP	LA SERENA	ADMIN		1
		2	RETIRE	KAWO	VICKIE	VGW	LINMAR	MILLCRK	ROBIN	ZACRY	JACOB	SHADY	CYPGRD	DOUGLS		2
		3	WPV	POPLAR	CRNSHW	PARKSD	EUCLID	GW1	VILGRV	CT&PDS	GROVES	ENCINA	TULEV	WTRL		3
		4	SALLEE	VCHR	ALLOC	GW II	SULTAN	MYRTLE	1634S GRDN	OAKWD	PALOMAR	TRCYCT	NSP	MANZTA		4
		5	EKAW	CYPCVE	FAIRVW	ASHLAN	ASPEN	LOTAS	SEQVIL	TMHSA	WILLOW	NLYNORA	NEWCOMB	ORIOLE		5
		6	LVRSLN	CTYMNR	VISGAR	MISSIONCT	BELMNT	AVENAL	KPC	SCNTRL	SCROWE	LESLIE	VICWD	ORNGWD		6
		7	S GRDN	KMCSCTRL	PACCOURT	SSFE TPLX	VASSAR	BATES	QUINCE	1844SGRD	FULGHAM	KIMBAL	1ST DINUBA	LARK		7
		8	ROOSEVLT	LYRA TPX	LAKEVIEW	99PALM	TBRA	W TUL	CDBG	MYRTLESNR	EHV	S COURT	CONYER	CHERRY		8
		9	STJOHN	CREPE MYTL	1233BURKE	VILLA	MERRIT	MONARCH	NOBLE	DEMAREE	GARDINER	EASTRIDGE	LINDSAY LD	PVILLE LAND		9
ALBRIGHT PLUMBING	315.00	1														1
		2														2
		3														3
		4														4
		5														5
		6														6
		7														7
		8														8
		9														9
ALL VALLEY LANDSCAPING LLC	16,800.00	1	7,500.00		2,900.00											1,500.00
		2														2
		3														3
		4								1,400.00						4
		5														5
		6				3,500.00										6
		7														7
		8														8
		9														9
AMADOR ORTIZ / QUALITY WINDOW	599.00	1	195.00													1
		2				110.00		184.00								2
		3														3
		4														4
		5														5
		6														6
		7				110.00										7
		8														8
		9														9
AMERICAN EXPRESS	1,165.69	1	283.22	18.98	2.71					1.36			186.33	115.45	26.04	1
		2				5.42	4.07	4.07	1.36							2
		3	2.71	5.42		1.36	2.71			2.71				5.42		3
		4		194.13			1.36	4.07		1.36	2.71		1.36			4
		5		1.36		19.25	2.71	26.84	33.65	47.44	1.36			141.22		5
		6				5.42	1.36									6
		7				1.36				1.26			8.13			7
		8														8
		9														9

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Vendor Name	CheckTotal	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15		
		1	LOW RENT	FLC	TFLC	ELMWD	SBRIDGE	KBURGLD	PDISE LD	CC	830E RVLT	SFP	LA SERENA	ADMIN		1		
		2	RETIRE	KAWO	VICKIE	VGW	LINMAR	MILLCRK	ROBIN	ZACRY	JACOB	SHADY	CYPGRD	DOUGLS		2		
		3	WPV	POPLAR	CRNSHW	PARKSD	EUCLID	GW1	VILGRV	CT&PDS	GROVES	ENCINA	TULEV	WTRL		3		
		4	SALLEE	VCHR	ALLOC	GW II	SULTAN	MYRTLE	1634S GRDN	OAKWD	PALOMAR	TRCYCT	NSP	MANZTA		4		
		5	EKAW	CYPCVE	FAIRVW	ASHLAN	ASPEN	LOTAS	SEQVIL	TMHSA	WILLOW	NLYNORA	NEWCOMB	ORIOLE		5		
		6	LVRSLN	CTYMNR	VISGAR	MISSIONCT	BELMNT	AVENAL	KPC	SCNTRL	SCROWE	LESLIE	VICWD	ORNGWD		6		
		7	S GRDN	KMCSCTRL	PACCOURT	SSFE TPLX	VASSAR	BATES	QUINCE	1844SGRD	FULGHAM	KIMBAL	1ST DINUBA	LARK		7		
		8	ROOSEVLT	LYRA TPX	LAKEVIEW	99PALM	TBRA	W TUL	CDBG	MYRTLESNR	EHV	S COURT	CONYER	CHERRY		8		
		9	STJOHN	CREPE MYTL	1233BURKE	VILLA	MERRIT	MONARCH	NOBLE	DEMAREE	GARDINER	EASTRIDGE	LINDSAY LD	PVILLE LAND		9		
AMERITAS GROUP	7,030.28	1														7,030.28	1	
		2															2	
		3															3	
		4															4	
		5															5	
		6															6	
		7															7	
		8															8	
		9															9	
Anand Narayan	2,200.00	1															2,200.00	1
		2															2	
		3															3	
		4															4	
		5															5	
		6															6	
		7															7	
		8															8	
		9															9	
ANG CLEANING SERVICES LLC	5,967.00	1	3,400.00															1
		2							352.00									2
		3							327.00	504.00								3
		4																4
		5			1,032.00								352.00					5
		6																6
		7																7
		8																8
		9																9
ASHLEY GARCIA / TRUCLEAN MAID	996.00	1																1
		2																2
		3																3
		4																4
		5			368.00													5
		6					628.00											6
		7																7
		8																8
		9																9

Accounts Payable Monthly Billing Report for the Period 04/01/2026 through 04/30/2026

Vendor Name	CheckTotal	1	2	3	4	5	6	7	8	9	1	2	3	4	5	6	7	8	9	
		1	LOW RENT	FLC	TFLC	ELMWD	SBRIDGE	KBURGLD	PDISE LD	CC	830E RVL	SFP	LA SERENA	ADMIN	1					
		2	RETIRE	KAWO	VICKIE	VG	LINMAR	MILLCRK	ROBIN	ZACRY	JACOB	SHADY	CYPGRD	DOUGLS	2					
		3	WPV	POPLAR	CRNSHW	PARKSD	EUCLID	GW1	VILGRV	CT&PDS	GROVES	ENCINA	TULEV	WTRL	3					
		4	SALLEE	VCHR	ALLOC	GW II	SULTAN	MYRTLE	1634S GRDN	OAKWD	PALOMAR	TRCYCT	NSP	MANZTA	4					
		5	EKAW	CYPCVE	FAIRVW	ASHLAN	ASPEN	LOTAS	SEQVIL	TMHSA	WILLOW	NLYNORA	NEWCOMB	ORIOLE	5					
		6	LVRSLN	CTYMNR	VISGAR	MISSIONCT	BELMNT	AVENAL	KPC	SCNTRL	SCROWE	LESLIE	VICWD	ORNGWD	6					
		7	S GRDN	KMCSCTRL	PACCOURT	SSFE TPLX	VASSAR	BATES	QUINCE	1844SGRD	FULGHAM	KIMBAL	1ST DINUBA	LARK	7					
		8	ROOSEVLT	LYRA TPX	LAKEVIEW	99PALM	TBRA	W TUL	CDBG	MYRTLESNR	EHV	S COURT	CONYER	CHERRY	8					
		9	STJOHN	CREPE MYTL	1233BURKE	VILLA	MERRIT	MONARCH	NOBLE	DEMAREE	GARDINER	EASTRIDGE	LINDSAY LD	PVILLE LAND	9					
AT & T	8,639.52	1	2,060.42	336.41	33.67							81.95	50.60	40.15	1					
		2						1,389.78							2					
		3				109.21	174.53								3					
		4		2,309.51							543.50				4					
		5				8.23		12.34	14.85	20.57			123.29		5					
		6				1,330.51									6					
		7													7					
		8													8					
		9													9					
AUSTIN WILLIAM RIEZEBOS/OUTLA	3,650.00	1		3,650.00											1					
		2													2					
		3													3					
		4													4					
		5													5					
		6													6					
		7													7					
		8													8					
		9													9					
AUTO ZONE COMMERCIAL	20.81	1		20.81											1					
		2													2					
		3													3					
		4													4					
		5													5					
		6													6					
		7													7					
		8													8					
		9													9					
BANC OF CALIFORNIA	38,774.81	1													1					
		2													2					
		3													3					
		4													4					
		5													5					
		6				10,843.85									6					
		7													7					
		8									27,930.96				8					
		9													9					

Accounts Payable Monthly Billing Report for the Period 04/01/2026 through 04/30/2026

Vendor Name	CheckTotal	1	2	3	4	5	6	7	8	9	1	2	3	4	5	6	7	8	9	
		1	LOW RENT	FLC	TFLC	ELMWD	SBRIDGE	KBURGLD	PDISE LD	CC	830E RVLT	SFP	LA SERENA	ADMIN	1					
		2	RETIRE	KAWO	VICKIE	VGW	LINMAR	MILLCRK	ROBIN	ZACRY	JACOB	SHADY	CYPGRD	DOUGLS	2					
		3	WPV	POPLAR	CRNSHW	PARKSD	EUCLID	GW1	VILGRV	CT&PDS	GROVES	ENCINA	TULEV	WTRL	3					
		4	SALLEE	VCHR	ALLOC	GW II	SULTAN	MYRTLE	1634S GRDN	OAKWD	PALOMAR	TRCYCT	NSP	MANZTA	4					
		5	EKAW	CYPCVE	FAIRVW	ASHLAN	ASPEN	LOTAS	SEQVIL	TMHSA	WILLOW	NLYNORA	NEWCOMB	ORIOLE	5					
		6	LVRSLN	CTYMNR	VISGAR	MISSIONCT	BELMNT	AVENAL	KPC	SCNTRL	SCROWE	LESLIE	VICWD	ORNGWD	6					
		7	S GRDN	KMCSCTRL	PACCOURT	SSFE TPLX	VASSAR	BATES	QUINCE	1844SGRD	FULGHAM	KIMBAL	1ST DINUBA	LARK	7					
		8	ROOSEVLT	LYRA TPX	LAKEVIEW	99PALM	TBRA	W TUL	CDBG	MYRTLESNR	EHV	S COURT	CONYER	CHERRY	8					
		9	STJOHN	CREPE MYTL	1233BURKE	VILLA	MERRIT	MONARCH	NOBLE	DEMAREE	GARDINER	EASTRIDGE	LINDSAY LD	PVILLE LAND	9					
BERKADIA COMMERCIAL	31,447.94	1													1					
		2													2					
		3				1,779.73				8,482.27			21,185.94	3						
		4												4						
		5												5						
		6												6						
		7												7						
		8												8						
		9												9						
BMI IMAGING SYSTEMS, INC	6,927.00	1	1,055.55		65.97									1						
		2												2						
		3												3						
		4		5,442.64										4						
		5		32.98				164.93			32.98			5						
		6				98.96								6						
		7												7						
		8												8					32.99	
		9												9						
BONNEVILLE MULTIFAMILY	17,701.96	1												1						
		2												2						
		3					12,649.54							3						
		4									5,052.42			4						
		5												5						
		6												6						
		7												7						
		8												8						
		9												9						
BOVEE ENVIRONMENTAL	2,350.00	1	2,350.00											1						
		2												2						
		3												3						
		4												4						
		5												5						
		6												6						
		7												7						
		8												8						
		9												9						

Accounts Payable Monthly Billing Report for the Period 04/01/2026 through 04/30/2026

Vendor Name	CheckTotal	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15		
		1	LOW RENT	FLC	TFLC	ELMWD	SBRIDGE	KBURGLD	PDISE LD	CC	830E RVLT	SFP	LA SERENA	ADMIN		1		
		2	RETIRE	KAWO	VICKIE	VGW	LINMAR	MILLCRK	ROBIN	ZACRY	JACOB	SHADY	CYPGRD	DOUGLS		2		
		3	WPV	POPLAR	CRNSHW	PARKSD	EUCLID	GW1	VILGRV	CT&PDS	GROVES	ENCINA	TULEV	WTRL		3		
		4	SALLEE	VCHR	ALLOC	GW II	SULTAN	MYRTLE	1634S GRDN	OAKWD	PALOMAR	TRCYCT	NSP	MANZTA		4		
		5	EKAW	CYPCVE	FAIRVW	ASHLAN	ASPEN	LOTAS	SEQVIL	TMHSA	WILLOW	NLYNORA	NEWCOMB	ORIOLE		5		
		6	LVRSLN	CTYMNR	VISGAR	MISSIONCT	BELMNT	AVENAL	KPC	SCNTRL	SCROWE	LESLIE	VICWD	ORNGWD		6		
		7	S GRDN	KMCSCTRL	PACCOURT	SSFE TPLX	VASSAR	BATES	QUINCE	1844SGRD	FULGHAM	KIMBAL	1ST DINUBA	LARK		7		
		8	ROOSEVLT	LYRA TPX	LAKEVIEW	99PALM	TBRA	W TUL	CDBG	MYRTLESNR	EHV	S COURT	CONYER	CHERRY		8		
		9	STJOHN	CREPE MYTL	1233BURKE	VILLA	MERRIT	MONARCH	NOBLE	DEMAREE	GARDINER	EASTRIDGE	LINDSAY LD	PVILLE LAND		9		
BRYAN COMPANY DEMOLITION INC	25,400.00	1														25,400.00	1	
		2															2	
		3															3	
		4															4	
		5															5	
		6															6	
		7															7	
		8															8	
		9															9	
BUZZ KILL PEST CONTROL	3,290.00	1	800.00	1,090.00													1	
		2					100.00										2	
		3					200.00		700.00			300.00					3	
		4															4	
		5															5	
		6															6	
		7															7	
		8								100.00							8	
		9															9	
C C PROCESS SERVICES	65.00	1															1	
		2															2	
		3															3	
		4															4	
		5					65.00										5	
		6															6	
		7															7	
		8															8	
		9															9	
CAL STATE DISTRIBUTING INC	3,522.19	1															3,522.19	1
		2																2
		3																3
		4																4
		5																5
		6																6
		7																7
		8																8
		9																9

Accounts Payable Monthly Billing Report for the Period 04/01/2026 through 04/30/2026

Vendor Name	CheckTotal	1	2	3	4	5	6	7	8	9	1	2	3	4	5	6	7	8	9	
		1	LOW RENT	FLC	TFLC	ELMWD	SBRIDGE	KBURGLD	PDISE LD	CC	830E RVLT	SFP	LA SERENA	ADMIN	1					
		2	RETIRE	KAWO	VICKIE	VGW	LINMAR	MILLCRK	ROBIN	ZACRY	JACOB	SHADY	CYPGRD	DOUGLS	2					
		3	WPV	POPLAR	CRNSHW	PARKSD	EUCLID	GW1	VILGRV	CT&PDS	GROVES	ENCINA	TULEV	WTRL	3					
		4	SALLEE	VCHR	ALLOC	GW II	SULTAN	MYRTLE	1634S GRDN	OAKWD	PALOMAR	TRCYCT	NSP	MANZTA	4					
		5	EKAW	CYPCVE	FAIRVW	ASHLAN	ASPEN	LOTAS	SEQVIL	TMHSA	WILLOW	NLYNORA	NEWCOMB	ORIOLE	5					
		6	LVRSLN	CTYMNR	VISGAR	MISSIONCT	BELMNT	AVENAL	KPC	SCNTRL	SCROWE	LESLIE	VICWD	ORNGWD	6					
		7	S GRDN	KMCSCTRL	PACCOURT	SSFE TPLX	VASSAR	BATES	QUINCE	1844SGRD	FULGHAM	KIMBAL	1ST DINUBA	LARK	7					
		8	ROOSEVLT	LYRA TPX	LAKEVIEW	99PALM	TBRA	W TUL	CDBG	MYRTLESNR	EHV	S COURT	CONYER	CHERRY	8					
		9	STJOHN	CREPE MYTL	1233BURKE	VILLA	MERRIT	MONARCH	NOBLE	DEMAREE	GARDINER	EASTRIDGE	LINDSAY LD	PVILLE LAND	9					
CALI TILE	22,870.00	1																		
		2																		
		3																		
		4																		
		5		15,000.00																
		6																		
		7																		
		8		7,870.00																
		9																		
CALIFORNIA HOUSING	34,922.00	1																		34,922.00
		2																		
		3																		
		4																		
		5																		
		6																		
		7																		
		8																		
		9																		
CALIFORNIA STATE DISBURSEMENT	1,224.90	1																		1,224.90
		2																		
		3																		
		4																		
		5																		
		6																		
		7																		
		8																		
		9																		
CALIFORNIA WATER SERVICE	15,513.00	1	1,186.56	495.52	0.62					317.88										586.33
		2		23.63				4,307.97	176.66		94.12									
		3								1,638.37										
		4		34.53				83.24				124.96								
		5	328.03		429.21					195.63	389.80									
		6									355.81									
		7	86.38	249.88	421.28	160.60				641.13		3,101.89								
		8								82.97										
		9																		

Accounts Payable Monthly Billing Report for the Period 04/01/2026 through 04/30/2026

Vendor Name	CheckTotal	1	2	3	4	5	6	7	8	9	1	2	3	4	5	6	7	8	9					
		1	LOW RENT	FLC	TFLC	ELMWD	SBRIDGE	KBURGLD	PDISE LD	CC	830E RVLT	SFP	LA SERENA	ADMIN	1									
		2	RETIRE	KAWO	VICKIE	VGW	LINMAR	MILLCRK	ROBIN	ZACRY	JACOB	SHADY	CYPGRD	DOUGLS	2									
		3	WPV	POPLAR	CRNSHW	PARKSD	EUCLID	GW1	VILGRV	CT&PDS	GROVES	ENCINA	TULEV	WTRL	3									
		4	SALLEE	VCHR	ALLOC	GW II	SULTAN	MYRTLE	1634S GRDN	OAKWD	PALOMAR	TRCYCT	NSP	MANZTA	4									
		5	EKAW	CYPCVE	FAIRVW	ASHLAN	ASPEN	LOTAS	SEQVIL	TMHSA	WILLOW	NLYNORA	NEWCOMB	ORIOLE	5									
		6	LVRSLN	CTYMNR	VISGAR	MISSIONCT	BELMNT	AVENAL	KPC	SCNTRL	SCROWE	LESLIE	VICWD	ORNGWD	6									
		7	S GRDN	KMCSCTRL	PACCOURT	SSFE TPLX	VASSAR	BATES	QUINCE	1844SGRD	FULGHAM	KIMBAL	1ST DINUBA	LARK	7									
		8	ROOSEVLT	LYRA TPX	LAKEVIEW	99PALM	TBRA	W TUL	CDBG	MYRTLESNR	EHV	S COURT	CONYER	CHERRY	8									
		9	STJOHN	CREPE MYTL	1233BURKE	VILLA	MERRIT	MONARCH	NOBLE	DEMAREE	GARDINER	EASTRIDGE	LINDSAY LD	PVILLE LAND	9									
CALPERS FISCAL SERVICES	74,618.16	1																		74,618.16	1			
		2																				2		
		3																				3		
		4																				4		
		5																				5		
		6																				6		
		7																				7		
		8																				8		
		9																				9		
CARROLL'S TIRE WAREHOUSE	619.79	1																				619.79	1	
		2																					2	
		3																					3	
		4																					4	
		5																					5	
		6																					6	
		7																					7	
		8																					8	
		9																					9	
CDW GOVERNMENT	60.65	1																					60.65	1
		2																						2
		3																						3
		4																						4
		5																						5
		6																						6
		7																						7
		8																						8
		9																						9
CENTRAL CAL LANDSCAPING	1,800.00	1																						1
		2																						2
		3																						3
		4																						4
		5																				1,800.00		5
		6																						6
		7																						7
		8																						8
		9																						9

Accounts Payable Monthly Billing Report for the Period 04/01/2026 through 04/30/2026

Vendor Name	CheckTotal	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
		1	LOW RENT	FLC	TFLC	ELMWD	SBRIDGE	KBURGLD	PDISE LD	CC	830E RVLT	SFP	LA SERENA	ADMIN		1
		2	RETIRE	KAWO	VICKIE	VGW	LINMAR	MILLCRK	ROBIN	ZACRY	JACOB	SHADY	CYPGRD	DOUGLS		2
		3	WPV	POPLAR	CRNSHW	PARKSD	EUCLID	GW1	VILGRV	CT&PDS	GROVES	ENCINA	TULEV	WTRL		3
		4	SALLEE	VCHR	ALLOC	GW II	SULTAN	MYRTLE	1634S GRDN	OAKWD	PALOMAR	TRCYCT	NSP	MANZTA		4
		5	EKAW	CYPCVE	FAIRVW	ASHLAN	ASPEN	LOTAS	SEQVIL	TMHSA	WILLOW	NLYNORA	NEWCOMB	ORIOLE		5
		6	LVRSLN	CTYMNR	VISGAR	MISSIONCT	BELMNT	AVENAL	KPC	SCNTRL	SCROWE	LESLIE	VICWD	ORNGWD		6
		7	S GRDN	KMCSCTRL	PACCOURT	SSFE TPLX	VASSAR	BATES	QUINCE	1844SGRD	FULGHAM	KIMBAL	1ST DINUBA	LARK		7
		8	ROOSEVLT	LYRA TPX	LAKEVIEW	99PALM	TBRA	W TUL	CDBG	MYRTLESNR	EHV	S COURT	CONYER	CHERRY		8
		9	STJOHN	CREPE MYTL	1233BURKE	VILLA	MERRIT	MONARCH	NOBLE	DEMAREE	GARDINER	EASTRIDGE	LINDSAY LD	PVILLE LAND		9
CENTRAL CAL WATER WORKS	5,000.00	1		5,000.00												1
		2														2
		3														3
		4														4
		5														5
		6														6
		7														7
		8														8
		9														9
CENTRAL VALLEY COALITION FOR	3,583.33	1														1
		2														2
		3									416.66					3
		4														4
		5														5
		6				1,250.00	666.67									6
		7														7
		8									1,250.00					8
		9														9
CHARTER COMMUNICATIONS	136.72	1														1
		2														2
		3														3
		4														4
		5												136.72		5
		6														6
		7														7
		8														8
		9														9
CINTAS CORPORATION NO	1,108.56	1	69.96	188.19												850.41
		2														2
		3														3
		4														4
		5														5
		6														6
		7														7
		8														8
		9														9

Accounts Payable Monthly Billing Report for the Period 04/01/2026 through 04/30/2026

Vendor Name	CheckTotal	1	2	3	4	5	6	7	8	9	1	2	3	4	5	6	7	8	9	
		1	LOW RENT	FLC	TFLC	ELMWD	SBRIDGE	KBURGLD	PDISE LD	CC	830E RVL	SFP	LA SERENA	ADMIN	1					
		2	RETIRE	KAWO	VICKIE	VGW	LINMAR	MILLCRK	ROBIN	ZACRY	JACOB	SHADY	CYPGRD	DOUGLS	2					
		3	WPV	POPLAR	CRNSHW	PARKSD	EUCLID	GW1	VILGRV	CT&PDS	GROVES	ENCINA	TULEV	WTRL	3					
		4	SALLEE	VCHR	ALLOC	GW II	SULTAN	MYRTLE	1634S GRDN	OAKWD	PALOMAR	TRCYCT	NSP	MANZTA	4					
		5	EKAW	CYPCVE	FAIRVW	ASHLAN	ASPEN	LOTAS	SEQVIL	TMHSA	WILLOW	NLYNORA	NEWCOMB	ORIOLE	5					
		6	LVRSLN	CTYMNR	VISGAR	MISSIONCT	BELMNT	AVENAL	KPC	SCNTRL	SCROWE	LESLIE	VICWD	ORNGWD	6					
		7	S GRDN	KMCSCTRL	PACCOURT	SSFE TPLX	VASSAR	BATES	QUINCE	1844SGRD	FULGHAM	KIMBAL	1ST DINUBA	LARK	7					
		8	ROOSEVLT	LYRA TPX	LAKEVIEW	99PALM	TBRA	W TUL	CDBG	MYRTLESNR	EHV	S COURT	CONYER	CHERRY	8					
		9	STJOHN	CREPE MYTL	1233BURKE	VILLA	MERRIT	MONARCH	NOBLE	DEMAREE	GARDINER	EASTRIDGE	LINDSAY LD	PVILLE LAND	9					
CITIZENS BUSINESS BANK	48,865.11	1													1					
		2		16,617.06					18,624.62						2					
		3													3					
		4							9,348.08						4					
		5													5					4,275.35
		6													6					
		7													7					
		8													8					
		9													9					
CITY OF DINUBA	13,783.96	1	8,376.90												1					
		2													2					
		3					5,407.06								3					
		4													4					
		5													5					
		6													6					
		7													7					
		8													8					
		9													9					
CITY OF EXETER	4,209.02	1													1					
		2													2					
		3													3					
		4													4					
		5													5					
		6					3,444.62								6					
		7							764.40						7					
		8													8					
		9													9					
CITY OF FARMERSVILLE	6,048.38	1													1					
		2													2					
		3							3,200.00						3					
		4									2,848.38				4					
		5													5					
		6													6					
		7													7					
		8													8					
		9													9					

Accounts Payable Monthly Billing Report for the Period 04/01/2026 through 04/30/2026

Vendor Name	CheckTotal		1	2	3	4	5	6	7	8	9	1	2	3	4	5	6	7	8	9	
			1	LOW RENT	FLC	TFLC	ELMWD	SBRIDGE	KBURGLD	PDISE LD	CC	830E RVLT	SFP	LA SERENA	ADMIN						1
			2	RETIRE	KAWO	VICKIE	VGW	LINMAR	MILLCRK	ROBIN	ZACRY	JACOB	SHADY	CYPGRD	DOUGLS						2
			3	WPV	POPLAR	CRNSHW	PARKSD	EUCLID	GW1	VILGRV	CT&PDS	GROVES	ENCINA	TULEV	WTRL						3
			4	SALLEE	VCHR	ALLOC	GW II	SULTAN	MYRTLE	1634S GRDN	OAKWD	PALOMAR	TRCYCT	NSP	MANZTA						4
			5	EKAW	CYPCVE	FAIRVW	ASHLAN	ASPEN	LOTAS	SEQVIL	TMHSA	WILLOW	NLYNORA	NEWCOMB	ORIOLE						5
			6	LVRSLN	CTYMNR	VISGAR	MISSIONCT	BELMNT	AVENAL	KPC	SCNTRL	SCROWE	LESLIE	VICWD	ORNGWD						6
			7	S GRDN	KMCSCTRL	PACCOURT	SSFE TPLX	VASSAR	BATES	QUINCE	1844SGRD	FULGHAM	KIMBAL	1ST DINUBA	LARK						7
			8	ROOSEVLT	LYRA TPX	LAKEVIEW	99PALM	TBRA	W TUL	CDBG	MYRTLESNR	EHV	S COURT	CONYER	CHERRY						8
			9	STJOHN	CREPE MYTL	1233BURKE	VILLA	MERRIT	MONARCH	NOBLE	DEMAREE	GARDINER	EASTRIDGE	LINDSAY LD	PVILLE LAND						9
CITY OF KINGSBURG	3,201.49		1																		1
			2					3,201.49													2
			3																		3
			4																		4
			5																		5
			6																		6
			7																		7
			8																		8
			9																		9
CITY OF LINDSAY	3,310.11		1																		1
			2																		2
			3																		3
			4																		4
			5				830.23			2,479.88											5
			6																		6
			7																		7
			8																		8
			9																		9
CITY OF PORTERVILLE	29,675.23		1	6,395.54									6,360.03	6,809.72							1
			2																		2
			3		20.54																3
			4																		4
			5						711.35	14.67	768.48			8,594.90							5
			6																		6
			7																		7
			8																		8
			9																		9
CITY OF TULARE	62,379.51		1	22,912.84		4,599.78														1,837.82	1
			2		240.87																2
			3											6,936.24							3
			4								1,924.20			509.94	279.94						4
			5		4,084.00			5,797.98			1,366.85										5
			6				7,747.87														6
			7																		7
			8		1,277.25															2,863.93	8
			9																		9

Accounts Payable Monthly Billing Report for the Period 04/01/2026 through 04/30/2026

Vendor Name	CheckTotal	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
		1	LOW RENT	FLC	TFLC	ELMWD	SBRIDGE	KBURGLD	PDISE LD	CC	830E RVLT	SFP	LA SERENA	ADMIN		1
		2	RETIRE	KAWO	VICKIE	VGW	LINMAR	MILLCRK	ROBIN	ZACRY	JACOB	SHADY	CYPGRD	DOUGLS		2
		3	WPV	POPLAR	CRNSHW	PARKSD	EUCLID	GW1	VILGRV	CT&PDS	GROVES	ENCINA	TULEV	WTRL		3
		4	SALLEE	VCHR	ALLOC	GW II	SULTAN	MYRTLE	1634S GRDN	OAKWD	PALOMAR	TRCYCT	NSP	MANZTA		4
		5	EKAW	CYPCVE	FAIRVW	ASHLAN	ASPEN	LOTAS	SEQVIL	TMHSA	WILLOW	NLYNORA	NEWCOMB	ORIOLE		5
		6	LVRSLN	CTYMNR	VISGAR	MISSIONCT	BELMNT	AVENAL	KPC	SCNTRL	SCROWE	LESLIE	VICWD	ORNGWD		6
		7	S GRDN	KMCSCTRL	PACCOURT	SSFE TPLX	VASSAR	BATES	QUINCE	1844SGRD	FULGHAM	KIMBAL	1ST DINUBA	LARK		7
		8	ROOSEVLT	LYRA TPX	LAKEVIEW	99PALM	TBRA	W TUL	CDBG	MYRTLESNR	EHV	S COURT	CONYER	CHERRY		8
		9	STJOHN	CREPE MYTL	1233BURKE	VILLA	MERRIT	MONARCH	NOBLE	DEMAREE	GARDINER	EASTRIDGE	LINDSAY LD	PVILLE LAND		9
CITY OF TULARE FINANCE	138.30	1														1
		2														2
		3														3
		4											138.30			4
		5														5
		6														6
		7														7
		8														8
		9														9
CITY OF VISALIA	42,617.35	1	11,467.16	994.45	2.49					547.35					1,350.24	1
		2		111.94		3,294.46		3,636.30	547.55		322.54		243.14			2
		3	1,307.99							1,395.04		1,388.36				3
		4		200.28				2,237.73				164.98				4
		5	420.02		1,446.44					576.97	697.39					5
		6									417.92					6
		7	202.98	513.39	1,573.22	809.52	236.34			1,245.79		2,780.67				7
		8								2,484.70						8
		9														9
CITY OF WOODLAKE	6,969.34	1	3,813.20													1
		2														2
		3				3,156.14										3
		4														4
		5														5
		6														6
		7														7
		8														8
		9														9
CLASSIC UPHOLSTERY &	1,260.00	1	390.60									365.40	226.80			1
		2														2
		3		88.20												3
		4														4
		5						37.80	63.00				88.20			5
		6														6
		7														7
		8														8
		9														9

Accounts Payable Monthly Billing Report for the Period 04/01/2026 through 04/30/2026

Vendor Name	CheckTotal	1	2	3	4	5	6	7	8	9	1	2	3	4	5	6	7	8	9	
		1	LOW RENT	FLC	TFLC	ELMWD	SBRIDGE	KBURGLD	PDISE LD	CC	830E RVL	SFP	LA SERENA	ADMIN	1					
		2	RETIRE	KAWO	VICKIE	VGW	LINMAR	MILLCRK	ROBIN	ZACRY	JACOB	SHADY	CYPGRD	DOUGLS	2					
		3	WPV	POPLAR	CRNSHW	PARKSD	EUCLID	GW1	VILGRV	CT&PDS	GROVES	ENCINA	TULEV	WTRL	3					
		4	SALLEE	VCHR	ALLOC	GW II	SULTAN	MYRTLE	1634S GRDN	OAKWD	PALOMAR	TRCYCT	NSP	MANZTA	4					
		5	EKAW	CYPCVE	FAIRVW	ASHLAN	ASPEN	LOTAS	SEQVIL	TMHSA	WILLOW	NLYNORA	NEWCOMB	ORIOLE	5					
		6	LVRSLN	CTYMNR	VISGAR	MISSIONCT	BELMNT	AVENAL	KPC	SCNTRL	SCROWE	LESLIE	VICWD	ORNGWD	6					
		7	S GRDN	KMCSCTRL	PACCOURT	SSFE TPLX	VASSAR	BATES	QUINCE	1844SGRD	FULGHAM	KIMBAL	1ST DINUBA	LARK	7					
		8	ROOSEVLT	LYRA TPX	LAKEVIEW	99PALM	TBRA	W TUL	CDBG	MYRTLESNR	EHV	S COURT	CONYER	CHERRY	8					
		9	STJOHN	CREPE MYTL	1233BURKE	VILLA	MERRIT	MONARCH	NOBLE	DEMAREE	GARDINER	EASTRIDGE	LINDSAY LD	PVILLE LAND	9					
CLINE'S BUSINESS EQUIPMENT INC	1,171.85	1	351.06	180.92	13.07							52.23			1					
		2													2					
		3				1.07	2.13								3					
		4		571.37											4					
		5													5					
		6													6					
		7													7					
		8													8					
		9													9					
COLLEGE OF THE SEQUOIAS	1,925.00	1	644.93	192.51	19.25										1					
		2													2					
		3													3					
		4		1,068.31											4					
		5													5					
		6													6					
		7													7					
		8													8					
		9													9					
COLONY SQUARE HOMEOWNERS	724.00	1													1					
		2													2					
		3													3					
		4													4					
		5													5					
		6													6					
		7					724.00								7					
		8													8					
		9													9					
COMCAST	630.42	1													1					
		2							106.23						2					
		3					164.18								3					
		4													4					
		5													5					
		6													6					
		7										195.83			7					
		8								164.18					8					
		9													9					

Accounts Payable Monthly Billing Report for the Period 04/01/2026 through 04/30/2026

Vendor Name	CheckTotal	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15		
		1	LOW RENT	FLC	TFLC	ELMWD	SBRIDGE	KBURGLD	PDISE LD	CC	830E RVL	SFP	LA SERENA	ADMIN		1		
		2	RETIRE	KAWO	VICKIE	VGW	LINMAR	MILLCRK	ROBIN	ZACRY	JACOB	SHADY	CYPGRD	DOUGLS		2		
		3	WPV	POPLAR	CRNSHW	PARKSD	EUCLID	GW1	VILGRV	CT&PDS	GROVES	ENCINA	TULEV	WTRL		3		
		4	SALLEE	VCHR	ALLOC	GW II	SULTAN	MYRTLE	1634S GRDN	OAKWD	PALOMAR	TRCYCT	NSP	MANZTA		4		
		5	EKAW	CYPCVE	FAIRVW	ASHLAN	ASPEN	LOTAS	SEQVIL	TMHSA	WILLOW	NLYNORA	NEWCOMB	ORIOLE		5		
		6	LVRSLN	CTYMNR	VISGAR	MISSIONCT	BELMNT	AVENAL	KPC	SCNTRL	SCROWE	LESLIE	VICWD	ORNGWD		6		
		7	S GRDN	KMCSCTRL	PACCOURT	SSFE TPLX	VASSAR	BATES	QUINCE	1844SGRD	FULGHAM	KIMBAL	1ST DINUBA	LARK		7		
		8	ROOSEVLT	LYRA TPX	LAKEVIEW	99PALM	TBRA	W TUL	CDBG	MYRTLESNR	EHV	S COURT	CONYER	CHERRY		8		
		9	STJOHN	CREPE MYTL	1233BURKE	VILLA	MERRIT	MONARCH	NOBLE	DEMAREE	GARDINER	EASTRIDGE	LINDSAY LD	PVILLE LAND		9		
COPOWER ADMINISTRATORS,	1,350.44	1														1,350.44	1	
		2															2	
		3															3	
		4															4	
		5															5	
		6															6	
		7															7	
		8															8	
		9															9	
CORNERSTONE POOL SERVICE	230.00	1															1	
		2															2	
		3															3	
		4															4	
		5											230.00				5	
		6															6	
		7															7	
		8															8	
		9															9	
COUNTER TOPS BY CHET RICHARD	8,760.00	1	2,360.00										1,350.00	650.00			1	
		2					750.00										2	
		3							2,250.00								3	
		4															4	
		5															5	
		6															6	
		7															7	
		8															8	
		9														1,400.00	9	
COURT-ORDERED DEBT	834.76	1															834.76	1
		2																2
		3																3
		4																4
		5																5
		6																6
		7																7
		8																8
		9																9

Accounts Payable Monthly Billing Report for the Period 04/01/2026 through 04/30/2026

Vendor Name	CheckTotal	1	2	3	4	5	6	7	8	9	1	2	3	4	5	6	7	8	9	
		1	LOW RENT	FLC	TFLC	ELMWD	SBRIDGE	KBURGLD	PDISE LD	CC	830E RVL	SFP	LA SERENA	ADMIN	1					
		2	RETIRE	KAWO	VICKIE	VGW	LINMAR	MILLCRK	ROBIN	ZACRY	JACOB	SHADY	CYPGRD	DOUGLS	2					
		3	WPV	POPLAR	CRNSHW	PARKSD	EUCLID	GW1	VILGRV	CT&PDS	GROVES	ENCINA	TULEV	WTRL	3					
		4	SALLEE	VCHR	ALLOC	GW II	SULTAN	MYRTLE	1634S GRDN	OAKWD	PALOMAR	TRCYCT	NSP	MANZTA	4					
		5	EKAW	CYPCVE	FAIRVW	ASHLAN	ASPEN	LOTAS	SEQVIL	TMHSA	WILLOW	NLYNORA	NEWCOMB	ORIOLE	5					
		6	LVRSLN	CTYMNR	VISGAR	MISSIONCT	BELMNT	AVENAL	KPC	SCNTRL	SCROWE	LESLIE	VICWD	ORNGWD	6					
		7	S GRDN	KMCSCTRL	PACCOURT	SSFE TPLX	VASSAR	BATES	QUINCE	1844SGRD	FULGHAM	KIMBAL	1ST DINUBA	LARK	7					
		8	ROOSEVLT	LYRA TPX	LAKEVIEW	99PALM	TBRA	W TUL	CDBG	MYRTLESNR	EHV	S COURT	CONYER	CHERRY	8					
		9	STJOHN	CREPE MYTL	1233BURKE	VILLA	MERRIT	MONARCH	NOBLE	DEMAREE	GARDINER	EASTRIDGE	LINDSAY LD	PVILLE LAND	9					
CRYSTAL CLEAR POOL SERVICE INC	1,467.00	1													1					
		2						500.00							2					
		3													3					
		4													4					
		5													5					
		6													6					
		7			967.00										7					
		8													8					
		9													9					
CUTLER PUBLIC UTILITY DISTRICT	3,410.00	1	3,410.00												1					
		2													2					
		3													3					
		4													4					
		5													5					
		6													6					
		7													7					
		8													8					
		9													9					
CVE CONTRACTING	9,490.00	1													9,490.00					
		2													2					
		3													3					
		4													4					
		5													5					
		6													6					
		7													7					
		8													8					
		9													9					
CYNTHIA M. LOPEZ	83.36	1													83.36					
		2													2					
		3													3					
		4													4					
		5													5					
		6													6					
		7													7					
		8													8					
		9													9					

Accounts Payable Monthly Billing Report for the Period 04/01/2026 through 04/30/2026

Vendor Name	CheckTotal	1	2	3	4	5	6	7	8	9	1	2	3	4	5	6	7	8	9	
		1	LOW RENT	FLC	TFLC	ELMWD	SBRIDGE	KBURGLD	PDISE LD	CC	830E RVLT	SFP	LA SERENA	ADMIN	1					
		2	RETIRE	KAWO	VICKIE	VGW	LINMAR	MILLCRK	ROBIN	ZACRY	JACOB	SHADY	CYPGRD	DOUGLS	2					
		3	WPV	POPLAR	CRNSHW	PARKSD	EUCLID	GW1	VILGRV	CT&PDS	GROVES	ENCINA	TULEV	WTRL	3					
		4	SALLEE	VCHR	ALLOC	GW II	SULTAN	MYRTLE	1634S GRDN	OAKWD	PALOMAR	TRCYCT	NSP	MANZTA	4					
		5	EKAW	CYPCVE	FAIRVW	ASHLAN	ASPEN	LOTAS	SEQVIL	TMHSA	WILLOW	NLYNORA	NEWCOMB	ORIOLE	5					
		6	LVRSLN	CTYMNR	VISGAR	MISSIONCT	BELMNT	AVENAL	KPC	SCNTRL	SCROWE	LESLIE	VICWD	ORNGWD	6					
		7	S GRDN	KMCSCTRL	PACCOURT	SSFE TPLX	VASSAR	BATES	QUINCE	1844SGRD	FULGHAM	KIMBAL	1ST DINUBA	LARK	7					
		8	ROOSEVLT	LYRA TPX	LAKEVIEW	99PALM	TBRA	W TUL	CDBG	MYRTLESNR	EHV	S COURT	CONYER	CHERRY	8					
		9	STJOHN	CREPE MYTL	1233BURKE	VILLA	MERRIT	MONARCH	NOBLE	DEMAREE	GARDINER	EASTRIDGE	LINDSAY LD	PVILLE LAND	9					
CYPRESS GARDENS OF	1,650.00	1																		
		2											1,650.00							
		3																		
		4																		
		5																		
		6																		
		7																		
		8																		
		9																		
D.E Equity Group, Inc.	40,011.94	1																		812.00
		2																		
		3																		
		4							22,100.00											
		5																		
		6																		
		7																		
		8			17,099.94															
		9																		
DAN MUSTIN DBA CAL-AIR COOLING	17,567.86	1	1,226.21								1,028.56									
		2					2,064.13	850.72					773.42							
		3	1,957.31				1,224.68		1,101.96			1,458.47	262.95							
		4																		
		5	642.03				198.00				872.42									
		6					247.50													
		7			1,072.73		2,093.85				294.92									
		8																		198.00
		9																		
DAN TRONG NGUYEN / TLD	952.53	1	438.77	16.45								209.01	129.73							
		2																		
		3		50.45																
		4																		
		5						21.62	36.04				50.46							
		6																		
		7																		
		8																		
		9																		

Accounts Payable Monthly Billing Report for the Period 04/01/2026 through 04/30/2026

Vendor Name	CheckTotal	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
		1	LOW RENT	FLC	TFLC	ELMWD	SBRIDGE	KBURGLD	PDISE LD	CC	830E RVL	SFP	LA SERENA	ADMIN		1
		2	RETIRE	KAWO	VICKIE	VG	LINMAR	MILLCRK	ROBIN	ZACRY	JACOB	SHADY	CYPGRD	DOUGLS		2
		3	WPV	POPLAR	CRNSHW	PARKSD	EUCLID	GW1	VILGRV	CT&PDS	GROVES	ENCINA	TULEV	WTRL		3
		4	SALLEE	VCHR	ALLOC	GW II	SULTAN	MYRTLE	1634S GRDN	OAKWD	PALOMAR	TRCYCT	NSP	MANZTA		4
		5	EKAW	CYPCVE	FAIRVW	ASHLAN	ASPEN	LOTAS	SEQVIL	TMHSA	WILLOW	NLYNORA	NEWCOMB	ORIOLE		5
		6	LVRSLN	CTYMNR	VISGAR	MISSIONCT	BELMNT	AVENAL	KPC	SCNTRL	SCROWE	LESLIE	VICWD	ORNGWD		6
		7	S GRDN	KMCSCTRL	PACCOURT	SSFE TPLX	VASSAR	BATES	QUINCE	1844SGRD	FULGHAM	KIMBAL	1ST DINUBA	LARK		7
		8	ROOSEVLT	LYRA TPX	LAKEVIEW	99PALM	TBRA	W TUL	CDBG	MYRTLESNR	EHV	S COURT	CONYER	CHERRY		8
		9	STJOHN	CREPE MYTL	1233BURKE	VILLA	MERRIT	MONARCH	NOBLE	DEMAREE	GARDINER	EASTRIDGE	LINDSAY LD	PVILLE LAND		9
DAVE SCOTT DBA DAVES TUB &	1,765.00	1	990.00													1
		2														2
		3							250.00							3
		4														4
		5														5
		6														6
		7			525.00											7
		8														8
		9														9
DAVID BERGREN DAVES ELECT C/O	1,200.00	1	1,200.00													1
		2														2
		3														3
		4														4
		5														5
		6														6
		7														7
		8														8
		9														9
DEL ORO WATER COMPANY	706.77	1	706.77													1
		2														2
		3														3
		4														4
		5														5
		6														6
		7														7
		8														8
		9														9
DIAMOND LUMBER INC.	1,953.76	1	1,921.22													1
		2														2
		3														3
		4						32.54								4
		5														5
		6														6
		7														7
		8														8
		9														9

Accounts Payable Monthly Billing Report for the Period 04/01/2026 through 04/30/2026

Vendor Name	CheckTotal	1	2	3	4	5	6	7	8	9	1	2	3	4	5	6	7	8	9	
		1	LOW RENT	FLC	TFLC	ELMWD	SBRIDGE	KBURGLD	PDISE LD	CC	830E RVLT	SFP	LA SERENA	ADMIN	1					
		2	RETIRE	KAWO	VICKIE	VGW	LINMAR	MILLCRK	ROBIN	ZACRY	JACOB	SHADY	CYPGRD	DOUGLS	2					
		3	WPV	POPLAR	CRNSHW	PARKSD	EUCLID	GW1	VILGRV	CT&PDS	GROVES	ENCINA	TULEV	WTRL	3					
		4	SALLEE	VCHR	ALLOC	GW II	SULTAN	MYRTLE	1634S GRDN	OAKWD	PALOMAR	TRCYCT	NSP	MANZTA	4					
		5	EKAW	CYPCVE	FAIRVW	ASHLAN	ASPEN	LOTAS	SEQVIL	TMHSA	WILLOW	NLYNORA	NEWCOMB	ORIOLE	5					
		6	LVRSLN	CTYMNR	VISGAR	MISSIONCT	BELMNT	AVENAL	KPC	SCNTRL	SCROWE	LESLIE	VICWD	ORNGWD	6					
		7	S GRDN	KMCSCTRL	PACCOURT	SSFE TPLX	VASSAR	BATES	QUINCE	1844SGRD	FULGHAM	KIMBAL	1ST DINUBA	LARK	7					
		8	ROOSEVLT	LYRA TPX	LAKEVIEW	99PALM	TBRA	W TUL	CDBG	MYRTLESNR	EHV	S COURT	CONYER	CHERRY	8					
		9	STJOHN	CREPE MYTL	1233BURKE	VILLA	MERRIT	MONARCH	NOBLE	DEMAREE	GARDINER	EASTRIDGE	LINDSAY LD	PVILLE LAND	9					
DINUBA GLASS COMPANY	1,158.36	1	423.16																	
		2																		
		3																		
		4					735.20													
		5																		
		6																		
		7																		
		8																		
		9																		
DINUBA LUMBER COMPANY INC	160.85	1	160.85																	
		2																		
		3																		
		4																		
		5																		
		6																		
		7																		
		8																		
		9																		
DJJ INDUSTRIES DBA CLEAR	67.80	1	67.80																	
		2																		
		3																		
		4																		
		5																		
		6																		
		7																		
		8																		
		9																		
DON ERICKSON INC DBA COAST	644.26	1																		
		2						168.17												
		3																		
		4																		
		5											386.80							
		6																		
		7				46.00						43.29								
		8																		
		9																		

Accounts Payable Monthly Billing Report for the Period 04/01/2026 through 04/30/2026

Vendor Name	CheckTotal	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
		1	LOW RENT	FLC	TFLC	ELMWD	SBRIDGE	KBURGLD	PDISE LD	CC	830E RVL	SFP	LA SERENA	ADMIN		1
		2	RETIRE	KAWO	VICKIE	VG	LINMAR	MILLCRK	ROBIN	ZACRY	JACOB	SHADY	CYPGRD	DOUGLS		2
		3	WPV	POPLAR	CRNSHW	PARKSD	EUCLID	GW1	VILGRV	CT&PDS	GROVES	ENCINA	TULEV	WTRL		3
		4	SALLEE	VCHR	ALLOC	GW II	SULTAN	MYRTLE	1634S GRDN	OAKWD	PALOMAR	TRCYCT	NSP	MANZTA		4
		5	EKAW	CYPCVE	FAIRVW	ASHLAN	ASPEN	LOTAS	SEQVIL	TMHSA	WILLOW	NLYNORA	NEWCOMB	ORIOLE		5
		6	LVRSLN	CTYMNR	VISGAR	MISSIONCT	BELMNT	AVENAL	KPC	SCNTRL	SCROWE	LESLIE	VICWD	ORNGWD		6
		7	S GRDN	KMCSCTRL	PACCOURT	SSFE TPLX	VASSAR	BATES	QUINCE	1844SGRD	FULGHAM	KIMBAL	1ST DINUBA	LARK		7
		8	ROOSEVLT	LYRA TPX	LAKEVIEW	99PALM	TBRA	W TUL	CDBG	MYRTLESNR	EHV	S COURT	CONYER	CHERRY		8
		9	STJOHN	CREPE MYTL	1233BURKE	VILLA	MERRIT	MONARCH	NOBLE	DEMAREE	GARDINER	EASTRIDGE	LINDSAY LD	PVILLE LAND		9
DONCO INC.	865.00	1	865.00													1
		2														2
		3														3
		4														4
		5														5
		6														6
		7														7
		8														8
		9														9
EMPIRE SUPPLY COMPANY, INC	30,344.13	1	1,013.25	11,844.43	1,471.91							406.28		14,414.43		1
		2														2
		3														3
		4						806.48		387.35						4
		5														5
		6														6
		7														7
		8														8
		9														9
EVANS PROPERTY MANAGEMENT	2,750.00	1														1
		2														2
		3	2,750.00													3
		4														4
		5														5
		6														6
		7														7
		8														8
		9														9
EVERGREEN LANDSCAPE INC	29,225.00	1														1
		2						22,675.00								2
		3														3
		4														4
		5				2,700.00										5
		6														6
		7						3,850.00								7
		8														8
		9														9

Accounts Payable Monthly Billing Report for the Period 04/01/2026 through 04/30/2026

Vendor Name	CheckTotal	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
		1	LOW RENT	FLC	TFLC	ELMWD	SBRIDGE	KBURGLD	PDISE LD	CC	830E RVL	SFP	LA SERENA	ADMIN		1
		2	RETIRE	KAWO	VICKIE	VG	LINMAR	MILLCRK	ROBIN	ZACRY	JACOB	SHADY	CYPGRD	DOUGLS		2
		3	WPV	POPLAR	CRNSHW	PARKSD	EUCLID	GW1	VILGRV	CT&PDS	GROVES	ENCINA	TULEV	WTRL		3
		4	SALLEE	VCHR	ALLOC	GW II	SULTAN	MYRTLE	1634S GRDN	OAKWD	PALOMAR	TRCYCT	NSP	MANZTA		4
		5	EKAW	CYPCVE	FAIRVW	ASHLAN	ASPEN	LOTAS	SEQVIL	TMHSA	WILLOW	NLYNORA	NEWCOMB	ORIOLE		5
		6	LVRSLN	CTYMNR	VISGAR	MISSIONCT	BELMNT	AVENAL	KPC	SCNTRL	SCROWE	LESLIE	VICWD	ORNGWD		6
		7	S GRDN	KMCSCTRL	PACCOURT	SSFE TPLX	VASSAR	BATES	QUINCE	1844SGRD	FULGHAM	KIMBAL	1ST DINUBA	LARK		7
		8	ROOSEVLT	LYRA TPX	LAKEVIEW	99PALM	TBRA	W TUL	CDBG	MYRTLESNR	EHV	S COURT	CONYER	CHERRY		8
		9	STJOHN	CREPE MYTL	1233BURKE	VILLA	MERRIT	MONARCH	NOBLE	DEMAREE	GARDINER	EASTRIDGE	LINDSAY LD	PVILLE LAND		9
EVERON LLC	3,562.24	1	1,527.97	348.69	16.25											1
		2														2
		3				107.22	11.81									3
		4		905.03												4
		5						175.10								5
		6				331.47	138.70									6
		7														7
		8														8
		9														9
FEDERAL HOUSING	164,174.00	1														1
		2														2
		3														3
		4														4
		5														5
		6														6
		7														7
		8									164,174.00					8
		9														9
FEDEX	149.91	1														149.91
		2														2
		3														3
		4														4
		5														5
		6														6
		7														7
		8														8
		9														9
FERGUSON ENTERPRISES INC	32,120.24	1														32,059.76
		2														2
		3										60.48				3
		4														4
		5														5
		6														6
		7														7
		8														8
		9														9

Accounts Payable Monthly Billing Report for the Period 04/01/2026 through 04/30/2026

Vendor Name	CheckTotal	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15		
		1	LOW RENT	FLC	TFLC	ELMWD	SBRIDGE	KBURGLD	PDISE LD	CC	830E RVL	SFP	LA SERENA	ADMIN		1		
		2	RETIRE	KAWO	VICKIE	VG	LINMAR	MILLCRK	ROBIN	ZACRY	JACOB	SHADY	CYPGRD	DOUGLS		2		
		3	WPV	POPLAR	CRNSHW	PARKSD	EUCLID	GW1	VILGRV	CT&PDS	GROVES	ENCINA	TULEV	WTRL		3		
		4	SALLEE	VCHR	ALLOC	GW II	SULTAN	MYRTLE	1634S GRDN	OAKWD	PALOMAR	TRCYCT	NSP	MANZTA		4		
		5	EKAW	CYPCVE	FAIRVW	ASHLAN	ASPEN	LOTAS	SEQVIL	TMHSA	WILLOW	NLYNORA	NEWCOMB	ORIOLE		5		
		6	LVRSLN	CTYMNR	VISGAR	MISSIONCT	BELMNT	AVENAL	KPC	SCNTRL	SCROWE	LESLIE	VICWD	ORNGWD		6		
		7	S GRDN	KMCSCTRL	PACCOURT	SSFE TPLX	VASSAR	BATES	QUINCE	1844SGRD	FULGHAM	KIMBAL	1ST DINUBA	LARK		7		
		8	ROOSEVLT	LYRA TPX	LAKEVIEW	99PALM	TBRA	W TUL	CDBG	MYRTLESNR	EHV	S COURT	CONYER	CHERRY		8		
		9	STJOHN	CREPE MYTL	1233BURKE	VILLA	MERRIT	MONARCH	NOBLE	DEMAREE	GARDINER	EASTRIDGE	LINDSAY LD	PVILLE LAND		9		
FIRST AMERICAN TITLE COMPANY	20,000.00	1														20,000.00	1	
		2															2	
		3															3	
		4															4	
		5															5	
		6															6	
		7															7	
		8															8	
		9															9	
FRANCISCO REYES	750.00	1														750.00	1	
		2															2	
		3															3	
		4															4	
		5															5	
		6															6	
		7															7	
		8															8	
		9															9	
FRANK'S APPLIANCE, INC	3,753.02	1															3,753.02	1
		2																2
		3																3
		4																4
		5																5
		6																6
		7																7
		8																8
		9																9
FRUIT GROWERS SUPPLY	21.28	1		21.28														1
		2																2
		3																3
		4																4
		5																5
		6																6
		7																7
		8																8
		9																9

Accounts Payable Monthly Billing Report for the Period 04/01/2026 through 04/30/2026

Vendor Name	CheckTotal	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15			
		1	LOW RENT	FLC	TFLC	ELMWD	SBRIDGE	KBURGLD	PDISE LD	CC	830E RVL	SFP	LA SERENA	ADMIN		1			
		2	RETIRE	KAWO	VICKIE	VG	LINMAR	MILLCRK	ROBIN	ZACRY	JACOB	SHADY	CYPGRD	DOUGLS		2			
		3	WPV	POPLAR	CRNSHW	PARKSD	EUCLID	GW1	VILGRV	CT&PDS	GROVES	ENCINA	TULEV	WTRL		3			
		4	SALLEE	VCHR	ALLOC	GW II	SULTAN	MYRTLE	1634S GRDN	OAKWD	PALOMAR	TRCYCT	NSP	MANZTA		4			
		5	EKAW	CYPCVE	FAIRVW	ASHLAN	ASPEN	LOTAS	SEQVIL	TMHSA	WILLOW	NLYNORA	NEWCOMB	ORIOLE		5			
		6	LVRSLN	CTYMNR	VISGAR	MISSIONCT	BELMNT	AVENAL	KPC	SCNTRL	SCROWE	LESLIE	VICWD	ORNGWD		6			
		7	S GRDN	KMCSCTRL	PACCOURT	SSFE TPLX	VASSAR	BATES	QUINCE	1844SGRD	FULGHAM	KIMBAL	1ST DINUBA	LARK		7			
		8	ROOSEVLT	LYRA TPX	LAKEVIEW	99PALM	TBRA	W TUL	CDBG	MYRTLESNR	EHV	S COURT	CONYER	CHERRY		8			
		9	STJOHN	CREPE MYTL	1233BURKE	VILLA	MERRIT	MONARCH	NOBLE	DEMAREE	GARDINER	EASTRIDGE	LINDSAY LD	PVILLE LAND		9			
G & M CULVER PARTNERSHIP DBA	234.66	1														234.66	1		
		2															2		
		3															3		
		4															4		
		5															5		
		6															6		
		7															7		
		8															8		
		9															9		
GANNETT CALIFORNIA	3,075.48	1															3,075.48	1	
		2															2		
		3															3		
		4															4		
		5															5		
		6															6		
		7															7		
		8															8		
		9															9		
GARDA CL WEST, INC CO 120	134.55	1																1	
		2																2	
		3																3	
		4																4	
		5					47.18		46.40						40.97			5	
		6																6	
		7																7	
		8																8	
		9																9	
GENERAL ELECTRIC CO	704.17	1																704.17	1
		2																2	
		3																3	
		4																4	
		5																5	
		6																6	
		7																7	
		8																8	
		9																9	

Accounts Payable Monthly Billing Report for the Period 04/01/2026 through 04/30/2026

Vendor Name	CheckTotal	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15		
		1	LOW RENT	FLC	TFLC	ELMWD	SBRIDGE	KBURGLD	PDISE LD	CC	830E RVL	SFP	LA SERENA	ADMIN		1		
		2	RETIRE	KAWO	VICKIE	VG	LINMAR	MILLCRK	ROBIN	ZACRY	JACOB	SHADY	CYPGRD	DOUGLS		2		
		3	WPV	POPLAR	CRNSHW	PARKSD	EUCLID	GW1	VILGRV	CT&PDS	GROVES	ENCINA	TULEV	WTRL		3		
		4	SALLEE	VCHR	ALLOC	GW II	SULTAN	MYRTLE	1634S GRDN	OAKWD	PALOMAR	TRCYCT	NSP	MANZTA		4		
		5	EKAW	CYPCVE	FAIRVW	ASHLAN	ASPEN	LOTAS	SEQVIL	TMHSA	WILLOW	NLYNORA	NEWCOMB	ORIOLE		5		
		6	LVRSLN	CTYMNR	VISGAR	MISSIONCT	BELMNT	AVENAL	KPC	SCNTRL	SCROWE	LESLIE	VICWD	ORNGWD		6		
		7	S GRDN	KMCSCTRL	PACCOURT	SSFE TPLX	VASSAR	BATES	QUINCE	1844SGRD	FULGHAM	KIMBAL	1ST DINUBA	LARK		7		
		8	ROOSEVLT	LYRA TPX	LAKEVIEW	99PALM	TBRA	W TUL	CDBG	MYRTLESNR	EHV	S COURT	CONYER	CHERRY		8		
		9	STJOHN	CREPE MYTL	1233BURKE	VILLA	MERRIT	MONARCH	NOBLE	DEMAREE	GARDINER	EASTRIDGE	LINDSAY LD	PVILLE LAND		9		
GIL DUYST & SON INC	129.21	1														129.21	1	
		2															2	
		3															3	
		4															4	
		5															5	
		6															6	
		7															7	
		8															8	
		9															9	
GOSHEN COMMUNITY	840.00	1	840.00														840.00	1
		2																2
		3																3
		4																4
		5																5
		6																6
		7																7
		8																8
		9																9
GRAINGER, INC	1,536.20	1															1,536.20	1
		2																2
		3																3
		4																4
		5																5
		6																6
		7																7
		8																8
		9																9
GROSS & STEVENS INC	922.30	1															922.30	1
		2																2
		3																3
		4																4
		5																5
		6																6
		7																7
		8																8
		9																9

Accounts Payable Monthly Billing Report for the Period 04/01/2026 through 04/30/2026

Vendor Name	CheckTotal														
		1	LOW RENT	FLC	TFLC	ELMWD	SBRIDGE	KBURGLD	PDISE LD	CC	830E RVLT	SFP	LA SERENA	ADMIN	1
		2	RETIRE	KAWO	VICKIE	VGW	LINMAR	MILLCRK	ROBIN	ZACRY	JACOB	SHADY	CYPGRD	DOUGLS	2
		3	WPV	POPLAR	CRNSHW	PARKSD	EUCLID	GW1	VILGRV	CT&PDS	GROVES	ENCINA	TULEV	WTRL	3
		4	SALLEE	VCHR	ALLOC	GW II	SULTAN	MYRTLE	1634S GRDN	OAKWD	PALOMAR	TRCYCT	NSP	MANZTA	4
		5	EKAW	CYPCVE	FAIRVW	ASHLAN	ASPEN	LOTAS	SEQVIL	TMHSA	WILLOW	NLYNORA	NEWCOMB	ORIOLE	5
		6	LVRSLN	CTYMNR	VISGAR	MISSIONCT	BELMNT	AVENAL	KPC	SCNTRL	SCROWE	LESLIE	VICWD	ORNGWD	6
		7	S GRDN	KMCSCTRL	PACCOURT	SSFE TPLX	VASSAR	BATES	QUINCE	1844SGRD	FULGHAM	KIMBAL	1ST DINUBA	LARK	7
		8	ROOSEVLT	LYRA TPX	LAKEVIEW	99PALM	TBRA	W TUL	CDBG	MYRTLESNR	EHV	S COURT	CONYER	CHERRY	8
		9	STJOHN	CREPE MYTL	1233BURKE	VILLA	MERRIT	MONARCH	NOBLE	DEMAREE	GARDINER	EASTRIDGE	LINDSAY LD	PVILLE LAND	9
HARRP HOUSING	332.00	1													321.00
AUTHORITIES RISK		2													
		3													
		4													
		5													
		6													
		7									11.00				
		8													
		9													
HAYES GARAGE	250.00	1	125.00												
DOOR		2													
		3											125.00		
		4													
		5													
		6													
		7													
		8													
		9													
HIRE UP STAFFING	26,937.40	1	1,255.48	112.44	1,079.80					77.62				65.05	
SERVICES		2		19.48		389.20		2,613.29	65.05		38.81		51.95		
		3	162.06			319.56			2,102.18	129.54		19.39	1,014.72		
		4		6,112.00				1,365.14			259.67	38.81			
		5	51.95		51.95		1,079.80		1,195.08	65.05	65.05				
		6				1,079.80	162.06								
		7	32.52		1,293.81	65.05	25.68		39.37	129.54		1,696.15			
		8								428.02				1,079.80	
		9			1,105.48										
HOME DEPOT	14,970.47	1	5,285.62	2,663.02	240.95					208.13		965.91	51.88	697.52	
CREDIT SERVICES		2		28.16		281.10	555.85	488.09							
		3		5.31						487.84	261.21			306.66	
		4						124.01			159.05	30.23	132.04		
		5		277.05	75.92	27.84	155.29	2.27	3.79	213.76				96.40	
		6				61.94									322.75
		7			99.56							182.69			
		8		155.86											322.77
		9													

Accounts Payable Monthly Billing Report for the Period 04/01/2026 through 04/30/2026

Vendor Name	CheckTotal	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15		
		1	LOW RENT	FLC	TFLC	ELMWD	SBRIDGE	KBURGLD	PDISE LD	CC	830E RVL	SFP	LA SERENA	ADMIN		1		
		2	RETIRE	KAWO	VICKIE	VG	LINMAR	MILLCRK	ROBIN	ZACRY	JACOB	SHADY	CYPGRD	DOUGLS		2		
		3	WPV	POPLAR	CRNSHW	PARKSD	EUCLID	GW1	VILGRV	CT&PDS	GROVES	ENCINA	TULEV	WTRL		3		
		4	SALLEE	VCHR	ALLOC	GW II	SULTAN	MYRTLE	1634S GRDN	OAKWD	PALOMAR	TRCYCT	NSP	MANZTA		4		
		5	EKAW	CYPCVE	FAIRVW	ASHLAN	ASPEN	LOTAS	SEQVIL	TMHSA	WILLOW	NLYNORA	NEWCOMB	ORIOLE		5		
		6	LVRSLN	CTYMNR	VISGAR	MISSIONCT	BELMNT	AVENAL	KPC	SCNTRL	SCROWE	LESLIE	VICWD	ORNGWD		6		
		7	S GRDN	KMCSCTRL	PACCOURT	SSFE TPLX	VASSAR	BATES	QUINCE	1844SGRD	FULGHAM	KIMBAL	1ST DINUBA	LARK		7		
		8	ROOSEVLT	LYRA TPX	LAKEVIEW	99PALM	TBRA	W TUL	CDBG	MYRTLESNR	EHV	S COURT	CONYER	CHERRY		8		
		9	STJOHN	CREPE MYTL	1233BURKE	VILLA	MERRIT	MONARCH	NOBLE	DEMAREE	GARDINER	EASTRIDGE	LINDSAY LD	PVILLE LAND		9		
JANET YOUNG DBA AMERICAN BLIND	10,276.63	1	6,545.83													537.08	1	
		2					1,017.74	88.97	412.30								2	
		3										282.10					3	
		4															4	
		5				119.35				70.53	41.78						5	
		6				217.00											6	
		7															7	
		8														943.95	8	
		9															9	
JC LANSDOWNE, INC	1,294.08	1															1,294.08	1
		2															2	
		3															3	
		4															4	
		5															5	
		6															6	
		7															7	
		8															8	
		9															9	
JOHN LOGAN HESS	64.57	1															64.57	1
		2															2	
		3															3	
		4															4	
		5															5	
		6															6	
		7															7	
		8															8	
		9															9	
JONATHAN VARGAS / VARGAS	8,345.25	1	7,456.22															1
		2				889.03												2
		3																3
		4																4
		5																5
		6																6
		7																7
		8																8
		9																9

Accounts Payable Monthly Billing Report for the Period 04/01/2026 through 04/30/2026

Vendor Name	CheckTotal	1	2	3	4	5	6	7	8	9	1	2	3	4	5	6	7	8	9			
		1	LOW RENT	FLC	TFLC	ELMWD	SBRIDGE	KBURGLD	PDISE LD	CC	830E RVL	SFP	LA SERENA	ADMIN	1							
		2	RETIRE	KAWO	VICKIE	VG	LINMAR	MILLCRK	ROBIN	ZACRY	JACOB	SHADY	CYPGRD	DOUGLS	2							
		3	WPV	POPLAR	CRNSHW	PARKSD	EUCLID	GW1	VILGRV	CT&PDS	GROVES	ENCINA	TULEV	WTRL	3							
		4	SALLEE	VCHR	ALLOC	GW II	SULTAN	MYRTLE	1634S GRDN	OAKWD	PALOMAR	TRCYCT	NSP	MANZTA	4							
		5	EKAW	CYPCVE	FAIRVW	ASHLAN	ASPEN	LOTAS	SEQVIL	TMHSA	WILLOW	NLYNORA	NEWCOMB	ORIOLE	5							
		6	LVRSLN	CTYMNR	VISGAR	MISSIONCT	BELMNT	AVENAL	KPC	SCNTRL	SCROWE	LESLIE	VICWD	ORNGWD	6							
		7	S GRDN	KMCCTRL	PACCOURT	SSFE TPLX	VASSAR	BATES	QUINCE	1844SGRD	FULGHAM	KIMBAL	1ST DINUBA	LARK	7							
		8	ROOSEVLT	LYRA TPX	LAKEVIEW	99PALM	TBRA	W TUL	CDBG	MYRTLESNR	EHV	S COURT	CONYER	CHERRY	8							
		9	STJOHN	CREPE MYTL	1233BURKE	VILLA	MERRIT	MONARCH	NOBLE	DEMAREE	GARDINER	EASTRIDGE	LINDSAY LD	PVILLE LAND	9							
JORGENSEN & COMPANY INC	2,234.16	1										645.60								1		
		2																			2	
		3								1,588.56											3	
		4																			4	
		5																			5	
		6																			6	
		7																			7	
		8																			8	
		9																			9	
JULIA A SILICATO	60.66	1																			60.66	
		2																				2
		3																				3
		4																				4
		5																				5
		6																				6
		7																				7
		8																				8
		9																				9
Kathleen A Marrione	54.21	1																			54.21	
		2																				2
		3																				3
		4																				4
		5																				5
		6																				6
		7																				7
		8																				8
		9																				9
KAWEAH MANAGEMENT	298,393.63	1				5,260.50	2,666.55															
		2			10,824.44				4,375.33	2,766.75	2,636.76	2,710.95	15,503.69	16,610.28								
		3			1,921.36																	
		4	2,871.65					3,950.70	2,048.24			2,384.91		2,062.43								
		5	4,373.06					3,175.28			212.75	1,643.90		671.92								
		6		7,154.88	8,157.21								1,019.69									
		7	1,444.71	11,007.47	9,604.10	4,406.28	7,085.12	3,954.51	3,111.36	7,169.62			876.94	2,785.63								
		8	11,979.46	9,094.88	3,811.60			6,855.30				4,678.67	2,740.36	26,324.68								
		9	3,513.78	10,943.79	3,038.41	4,318.73	8,052.32	16,235.42	17,339.34			13,017.92										

Accounts Payable Monthly Billing Report for the Period 04/01/2026 through 04/30/2026

Vendor Name	CheckTotal	1	2	3	4	5	6	7	8	9	1	2	3	4	5	6	7	8	9	
		1	LOW RENT	FLC	TFLC	ELMWD	SBRIDGE	KBURGLD	PDISE LD	CC	830E RFLT	SFP	LA SERENA	ADMIN	1					
		2	RETIRE	KAWO	VICKIE	VGW	LINMAR	MILLCRK	ROBIN	ZACRY	JACOB	SHADY	CYPGRD	DOUGLS	2					
		3	WPV	POPLAR	CRNSHW	PARKSD	EUCLID	GW1	VILGRV	CT&PDS	GROVES	ENCINA	TULEV	WTRL	3					
		4	SALLEE	VCHR	ALLOC	GW II	SULTAN	MYRTLE	1634S GRDN	OAKWD	PALOMAR	TRCYCT	NSP	MANZTA	4					
		5	EKAW	CYPCVE	FAIRVW	ASHLAN	ASPEN	LOTAS	SEQVIL	TMHSA	WILLOW	NLYNORA	NEWCOMB	ORIOLE	5					
		6	LVRSLN	CTYMNR	VISGAR	MISSIONCT	BELMNT	AVENAL	KPC	SCNTRL	SCROWE	LESLIE	VICWD	ORNGWD	6					
		7	S GRDN	KMCSCTRL	PACCOURT	SSFE TPLX	VASSAR	BATES	QUINCE	1844SGRD	FULGHAM	KIMBAL	1ST DINUBA	LARK	7					
		8	ROOSEVLT	LYRA TPX	LAKEVIEW	99PALM	TBRA	W TUL	CDBG	MYRTLESNR	EHV	S COURT	CONYER	CHERRY	8					
		9	STJOHN	CREPE MYTL	1233BURKE	VILLA	MERRIT	MONARCH	NOBLE	DEMAREE	GARDINER	EASTRIDGE	LINDSAY LD	PVILLE LAND	9					
Kevin Moya	14,800.00	1							3,000.00			1,800.00								
		2																		
		3																		
		4																		
		5																		
		6	7,000.00																	
		7										3,000.00								
		8																		
		9																		
KEY STAFFING, INC.	22,079.21	1	3,886.76	114.63	376.72						91.72								76.21	1
		2				458.55		534.76	76.19		45.85		61.37							2
		3	190.85						366.84	153.07		20.27	602.77							3
		4		10,890.30				335.82		150.70	305.47	45.85	75.34							4
		5	61.37	150.70	61.37		150.66			302.23	76.19	150.70								5
		6				226.04	190.85													6
		7	38.44		252.21	76.19	30.35		45.85	153.07		718.86								7
		8								503.74										8
		9			30.35															9
KIMBALL MIDWEST INC	1,138.34	1																		1,138.34
		2																		
		3																		
		4																		
		5																		
		6																		
		7																		
		8																		
		9																		
KINGS MEDICAL CENTER, INC	1,286.00	1																		1,286.00
		2																		
		3																		
		4																		
		5																		
		6																		
		7																		
		8																		
		9																		

Accounts Payable Monthly Billing Report for the Period 04/01/2026 through 04/30/2026

Vendor Name	CheckTotal	1	2	3	4	5	6	7	8	9	1	2	3	4	5	6	7	8	9	
		1	LOW RENT	FLC	TFLC	ELMWD	SBRIDGE	KBURGLD	PDISE LD	CC	830E RVL	SFP	LA SERENA	ADMIN	1					
		2	RETIRE	KAWO	VICKIE	VGW	LINMAR	MILLCRK	ROBIN	ZACRY	JACOB	SHADY	CYPGRD	DOUGLS	2					
		3	WPV	POPLAR	CRNSHW	PARKSD	EUCLID	GW1	VILGRV	CT&PDS	GROVES	ENCINA	TULEV	WTRL	3					
		4	SALLEE	VCHR	ALLOC	GW II	SULTAN	MYRTLE	1634S GRDN	OAKWD	PALOMAR	TRCYCT	NSP	MANZTA	4					
		5	EKAW	CYPCVE	FAIRVW	ASHLAN	ASPEN	LOTAS	SEQVIL	TMHSA	WILLOW	NLYNORA	NEWCOMB	ORIOLE	5					
		6	LVRSLN	CTYMNR	VISGAR	MISSIONCT	BELMNT	AVENAL	KPC	SCNTRL	SCROWE	LESLIE	VICWD	ORNGWD	6					
		7	S GRDN	KMCSCTRL	PACCOURT	SSFE TPLX	VASSAR	BATES	QUINCE	1844SGRD	FULGHAM	KIMBAL	1ST DINUBA	LARK	7					
		8	ROOSEVLT	LYRA TPX	LAKEVIEW	99PALM	TBRA	W TUL	CDBG	MYRTLESNR	EHV	S COURT	CONYER	CHERRY	8					
		9	STJOHN	CREPE MYTL	1233BURKE	VILLA	MERRIT	MONARCH	NOBLE	DEMAREE	GARDINER	EASTRIDGE	LINDSAY LD	PVILLE LAND	9					
LANDSCAPE DEVELOPMENT	30,551.65	1	17,594.77	969.23						375.00		1,878.65	936.00	2,340.00	1					
		2		156.00				1,840.00							2					
		3	1,545.00			700.00		1,593.00				156.00			3					
		4													4					
		5													5					
		6													6					
		7				234.00			234.00						7					
		8													8					
		9													9					
LAWRENCE TRACTOR CO., INC	78.28	1		78.28											1					
		2													2					
		3													3					
		4													4					
		5													5					
		6													6					
		7													7					
		8													8					
		9													9					
LEAF	338.82	1	113.48	33.89	3.39										1					
		2													2					
		3													3					
		4		188.06											4					
		5													5					
		6													6					
		7													7					
		8													8					
		9													9					
LINCOLN NATIONAL LIFE	4,483.25	1																		4,483.25
		2													2					
		3													3					
		4													4					
		5													5					
		6													6					
		7													7					
		8													8					
		9													9					

Accounts Payable Monthly Billing Report for the Period 04/01/2026 through 04/30/2026

Vendor Name	CheckTotal	1	2	3	4	5	6	7	8	9	1	2	3	4	5	6	7	8	9	
		1	LOW RENT	FLC	TFLC	ELMWD	SBRIDGE	KBURGLD	PDISE LD	CC	830E RVL	SFP	LA SERENA	ADMIN	1					
		2	RETIRE	KAWO	VICKIE	VGW	LINMAR	MILLCRK	ROBIN	ZACRY	JACOB	SHADY	CYPGRD	DOUGLS	2					
		3	WPV	POPLAR	CRNSHW	PARKSD	EUCLID	GW1	VILGRV	CT&PDS	GROVES	ENCINA	TULEV	WTRL	3					
		4	SALLEE	VCHR	ALLOC	GW II	SULTAN	MYRTLE	1634S GRDN	OAKWD	PALOMAR	TRCYCT	NSP	MANZTA	4					
		5	EKAW	CYPCVE	FAIRVW	ASHLAN	ASPEN	LOTAS	SEQVIL	TMHSA	WILLOW	NLYNORA	NEWCOMB	ORIOLE	5					
		6	LVRSLN	CTYMNR	VISGAR	MISSIONCT	BELMNT	AVENAL	KPC	SCNTRL	SCROWE	LESLIE	VICWD	ORNGWD	6					
		7	S GRDN	KMCSCTRL	PACCOURT	SSFE TPLX	VASSAR	BATES	QUINCE	1844SGRD	FULGHAM	KIMBAL	1ST DINUBA	LARK	7					
		8	ROOSEVLT	LYRA TPX	LAKEVIEW	99PALM	TBRA	W TUL	CDBG	MYRTLESNR	EHV	S COURT	CONYER	CHERRY	8					
		9	STJOHN	CREPE MYTL	1233BURKE	VILLA	MERRIT	MONARCH	NOBLE	DEMAREE	GARDINER	EASTRIDGE	LINDSAY LD	PVILLE LAND	9					
LONDON COMMUNITY	1,590.00	1	1,590.00																	
		2																		
		3																		
		4																		
		5																		
		6																		
		7																		
		8																		
		9																		
LOWE'S	4,069.59	1	1,052.06	1,591.23	27.75															144.01
		2						411.11												
		3							58.05											
		4									236.04									
		5								82.45										
		6					25.75													
		7											24.09							
		8																		
		9																		
LUIS A HERNANDEZ	15,000.00	1	4,400.00																	
		2																		
		3	2,000.00							1,800.00										
		4									1,600.00									
		5																		
		6					2,000.00													
		7											3,200.00							
		8																		
		9																		
MARTIN TERMITE & PEST CONTROL	660.00	1	300.00																	
		2																		
		3																		
		4																		
		5			120.00			60.00												
		6					120.00													
		7																		
		8																		60.00
		9																		

Accounts Payable Monthly Billing Report for the Period 04/01/2026 through 04/30/2026

Vendor Name	CheckTotal	1	2	3	4	5	6	7	8	9	1	2	3	4	5	6	7	8	9	
		1	LOW RENT	FLC	TFLC	ELMWD	SBRIDGE	KBURGLD	PDISE LD	CC	830E RVLT	SFP	LA SERENA	ADMIN	1					
		2	RETIRE	KAWO	VICKIE	VGW	LINMAR	MILLCRK	ROBIN	ZACRY	JACOB	SHADY	CYPGRD	DOUGLS	2					
		3	WPV	POPLAR	CRNSHW	PARKSD	EUCLID	GW1	VILGRV	CT&PDS	GROVES	ENCINA	TULEV	WTRL	3					
		4	SALLEE	VCHR	ALLOC	GW II	SULTAN	MYRTLE	1634S GRDN	OAKWD	PALOMAR	TRCYCT	NSP	MANZTA	4					
		5	EKAW	CYPCVE	FAIRVW	ASHLAN	ASPEN	LOTAS	SEQVIL	TMHSA	WILLOW	NLYNORA	NEWCOMB	ORIOLE	5					
		6	LVRSLN	CTYMNR	VISGAR	MISSIONCT	BELMNT	AVENAL	KPC	SCNTRL	SCROWE	LESLIE	VICWD	ORNGWD	6					
		7	S GRDN	KMCSCTRL	PACCOURT	SSFE TPLX	VASSAR	BATES	QUINCE	1844SGRD	FULGHAM	KIMBAL	1ST DINUBA	LARK	7					
		8	ROOSEVLT	LYRA TPX	LAKEVIEW	99PALM	TBRA	W TUL	CDBG	MYRTLESNR	EHV	S COURT	CONYER	CHERRY	8					
		9	STJOHN	CREPE MYTL	1233BURKE	VILLA	MERRIT	MONARCH	NOBLE	DEMAREE	GARDINER	EASTRIDGE	LINDSAY LD	PVILLE LAND	9					
MATSON ALARM, INC	370.80	1													1					
		2						52.50							2					
		3		52.50					49.50						3					
		4													4					
		5								114.30			49.50		5					
		6													6					
		7										52.50			7					
		8													8					
		9													9					
Mavericks Holdings & Investment	1,598.00	1													1,598.00					
		2													2					
		3													3					
		4													4					
		5													5					
		6													6					
		7													7					
		8													8					
		9													9					
MECHANICS BANK	7,584.82	1													1					
		2													2					
		3													3					
		4													4					
		5					7,584.82								5					
		6													6					
		7													7					
		8													8					
		9													9					
MID VALLEY DISPOSAL	14,844.64	1	2,368.20	10,739.12											1					
		2													2					
		3							551.09						3					
		4									653.80				4					
		5				532.43									5					
		6													6					
		7													7					
		8													8					
		9													9					

Accounts Payable Monthly Billing Report for the Period 04/01/2026 through 04/30/2026

Vendor Name	CheckTotal														
		1	LOW RENT	FLC	TFLC	ELMWD	SBRIDGE	KBURGLD	PDISE LD	CC	830E RVLT	SFP	LA SERENA	ADMIN	1
		2	RETIRE	KAWO	VICKIE	VGW	LINMAR	MILLCRK	ROBIN	ZACRY	JACOB	SHADY	CYPGRD	DOUGLS	2
		3	WPV	POPLAR	CRNSHW	PARKSD	EUCLID	GW1	VILGRV	CT&PDS	GROVES	ENCINA	TULEV	WTRL	3
		4	SALLEE	VCHR	ALLOC	GW II	SULTAN	MYRTLE	1634S GRDN	OAKWD	PALOMAR	TRCYCT	NSP	MANZTA	4
		5	EKAW	CYPCVE	FAIRVW	ASHLAN	ASPEN	LOTAS	SEQVIL	TMHSA	WILLOW	NLYNORA	NEWCOMB	ORIOLE	5
		6	LVRSLN	CTYMNR	VISGAR	MISSIONCT	BELMNT	AVENAL	KPC	SCNTRL	SCROWE	LESLIE	VICWD	ORNGWD	6
		7	S GRDN	KMCSCTRL	PACCOURT	SSFE TPLX	VASSAR	BATES	QUINCE	1844SGRD	FULGHAM	KIMBAL	1ST DINUBA	LARK	7
		8	ROOSEVLT	LYRA TPX	LAKEVIEW	99PALM	TBRA	W TUL	CDBG	MYRTLESNR	EHV	S COURT	CONYER	CHERRY	8
		9	STJOHN	CREPE MYTL	1233BURKE	VILLA	MERRIT	MONARCH	NOBLE	DEMAREE	GARDINER	EASTRIDGE	LINDSAY LD	PVILLE LAND	9
MID VALLEY TIMES	1,116.00	1		720.00											396.00
		2													
		3													
		4													
		5													
		6													
		7													
		8													
		9													
MID-VALLEY PUBLISHING INC	720.00	1		720.00											
		2													
		3													
		4													
		5													
		6													
		7													
		8													
		9													
MORRIS LEVIN & SON INC	1,532.45	1													943.46
		2													
		3													
		4													
		5		152.04			365.54								
		6				71.41									
		7													
		8													
		9													
NAHRO	9,310.28	1	3,118.94	931.02	93.10										
		2													
		3													
		4		5,167.22											
		5													
		6													
		7													
		8													
		9													

Accounts Payable Monthly Billing Report for the Period 04/01/2026 through 04/30/2026

Vendor Name	CheckTotal	1	2	3	4	5	6	7	8	9	1	2	3	4	5	6	7	8	9	
		1	LOW RENT	FLC	TFLC	ELMWD	SBRIDGE	KBURGLD	PDISE LD	CC	830E RVLT	SFP	LA SERENA	ADMIN	1					
		2	RETIRE	KAWO	VICKIE	VGW	LINMAR	MILLCRK	ROBIN	ZACRY	JACOB	SHADY	CYPGRD	DOUGLS	2					
		3	WPV	POPLAR	CRNSHW	PARKSD	EUCLID	GW1	VILGRV	CT&PDS	GROVES	ENCINA	TULEV	WTRL	3					
		4	SALLEE	VCHR	ALLOC	GW II	SULTAN	MYRTLE	1634S GRDN	OAKWD	PALOMAR	TRCYCT	NSP	MANZTA	4					
		5	EKAW	CYPCVE	FAIRVW	ASHLAN	ASPEN	LOTAS	SEQVIL	TMHSA	WILLOW	NLYNORA	NEWCOMB	ORIOLE	5					
		6	LVRSLN	CTYMNR	VISGAR	MISSIONCT	BELMNT	AVENAL	KPC	SCNTRL	SCROWE	LESLIE	VICWD	ORNGWD	6					
		7	S GRDN	KMCSCTRL	PACCOURT	SSFE TPLX	VASSAR	BATES	QUINCE	1844SGRD	FULGHAM	KIMBAL	1ST DINUBA	LARK	7					
		8	ROOSEVLT	LYRA TPX	LAKEVIEW	99PALM	TBRA	W TUL	CDBG	MYRTLESNR	EHV	S COURT	CONYER	CHERRY	8					
		9	STJOHN	CREPE MYTL	1233BURKE	VILLA	MERRIT	MONARCH	NOBLE	DEMAREE	GARDINER	EASTRIDGE	LINDSAY LD	PVILLE LAND	9					
NAN MCKAY AND ASSOCIATES, INC	33,858.45	1													1					
		2													2					
		3													3					
		4		32,643.53											4					
		5													5					
		6													6					
		7													7					
		8									1,214.92				8					
		9													9					
NELSON'S HARDWARE INC	78.07	1	73.92	4.15											1					
		2													2					
		3													3					
		4													4					
		5													5					
		6													6					
		7													7					
		8													8					
		9													9					
NEVER GREEN POOL SERVICE &	450.00	1													1					
		2													2					
		3													3					
		4													4					
		5					450.00								5					
		6													6					
		7													7					
		8													8					
		9													9					
NEW ANSWERNET, INC.	1,528.25	1																		1,528.25
		2													2					
		3													3					
		4													4					
		5													5					
		6													6					
		7													7					
		8													8					
		9													9					

Accounts Payable Monthly Billing Report for the Period 04/01/2026 through 04/30/2026

Vendor Name	CheckTotal	1	2	3	4	5	6	7	8	9	1	2	3	4	5	6	7	8	9		
		1	LOW RENT	FLC	TFLC	ELMWD	SBRIDGE	KBURGLD	PDISE LD	CC	830E RVL	SFP	LA SERENA	ADMIN	1						
		2	RETIRE	KAWO	VICKIE	VG	LINMAR	MILLCRK	ROBIN	ZACRY	JACOB	SHADY	CYPGRD	DOUGLS	2						
		3	WPV	POPLAR	CRNSHW	PARKSD	EUCLID	GW1	VILGRV	CT&PDS	GROVES	ENCINA	TULEV	WTRL	3						
		4	SALLEE	VCHR	ALLOC	GW II	SULTAN	MYRTLE	1634S GRDN	OAKWD	PALOMAR	TRCYCT	NSP	MANZTA	4						
		5	EKAW	CYPCVE	FAIRVW	ASHLAN	ASPEN	LOTAS	SEQVIL	TMHSA	WILLOW	NLYNORA	NEWCOMB	ORIOLE	5						
		6	LVRSLN	CTYMNR	VISGAR	MISSIONCT	BELMNT	AVENAL	KPC	SCNTRL	SCROWE	LESLIE	VICWD	ORNGWD	6						
		7	S GRDN	KMCSCTRL	PACCOURT	SSFE TPLX	VASSAR	BATES	QUINCE	1844SGRD	FULGHAM	KIMBAL	1ST DINUBA	LARK	7						
		8	ROOSEVLT	LYRA TPX	LAKEVIEW	99PALM	TBRA	W TUL	CDBG	MYRTLESNR	EHV	S COURT	CONYER	CHERRY	8						
		9	STJOHN	CREPE MYTL	1233BURKE	VILLA	MERRIT	MONARCH	NOBLE	DEMAREE	GARDINER	EASTRIDGE	LINDSAY LD	PVILLE LAND	9						
OACYS TECHNOLOGY	610.37	1		149.27								125.09								1	
		2																			2
		3				49.95			62.04												3
		4									62.04										4
		5						37.06													5
		6						124.92													6
		7																			7
		8																			8
		9																			9
OFELIA'S CLEANING	1,560.00	1	600.00										220.00								1
		2																			2
		3																			3
		4																			4
		5		320.00			420.00														5
		6																			6
		7																			7
		8																			8
		9																			9
OFFICE DEPOT	7,270.24	1	1,319.12	27.94	47.42							421.50	198.81	3,341.21							1
		2																			2
		3				6.47	12.95														3
		4		1,429.46																	4
		5				32.33		48.49	58.34	80.82			245.38								5
		6																			6
		7																			7
		8																			8
		9																			9
OFFICE PRIDE	2,846.98	1	1,154.00	94.51	9.45							182.40	112.62	18.32							1
		2																			2
		3				6.36	12.74														3
		4		992.98																	4
		5				18.31		27.47	33.05	45.78			138.99								5
		6																			6
		7																			7
		8																			8
		9																			9

Accounts Payable Monthly Billing Report for the Period 04/01/2026 through 04/30/2026

Vendor Name	CheckTotal	1	2	3	4	5	6	7	8	9	1	2	3	4	5	6	7	8	9	
		1	LOW RENT	FLC	TFLC	ELMWD	SBRIDGE	KBURGLD	PDISE LD	CC	830E RVLT	SFP	LA SERENA	ADMIN	1					
		2	RETIRE	KAWO	VICKIE	VGW	LINMAR	MILLCRK	ROBIN	ZACRY	JACOB	SHADY	CYPGRD	DOUGLS	2					
		3	WPV	POPLAR	CRNSHW	PARKSD	EUCLID	GW1	VILGRV	CT&PDS	GROVES	ENCINA	TULEV	WTRL	3					
		4	SALLEE	VCHR	ALLOC	GW II	SULTAN	MYRTLE	1634S GRDN	OAKWD	PALOMAR	TRCYCT	NSP	MANZTA	4					
		5	EKAW	CYPCVE	FAIRVW	ASHLAN	ASPEN	LOTAS	SEQVIL	TMHSA	WILLOW	NLYNORA	NEWCOMB	ORIOLE	5					
		6	LVRSLN	CTYMNR	VISGAR	MISSIONCT	BELMNT	AVENAL	KPC	SCNTRL	SCROWE	LESLIE	VICWD	ORNGWD	6					
		7	S GRDN	KMCSCTRL	PACCOURT	SSFE TPLX	VASSAR	BATES	QUINCE	1844SGRD	FULGHAM	KIMBAL	1ST DINUBA	LARK	7					
		8	ROOSEVLT	LYRA TPX	LAKEVIEW	99PALM	TBRA	W TUL	CDBG	MYRTLESNR	EHV	S COURT	CONYER	CHERRY	8					
		9	STJOHN	CREPE MYTL	1233BURKE	VILLA	MERRIT	MONARCH	NOBLE	DEMAREE	GARDINER	EASTRIDGE	LINDSAY LD	PVILLE LAND	9					
PACIFIC GAS & ELECTRIC	2,684.18	1	1,546.82												1					
		2					517.42								2					
		3					463.91								3					
		4					156.03								4					
		5													5					
		6													6					
		7													7					
		8													8					
		9													9					
PACWEST DIRECT	447.27	1	149.80	44.71	4.48										1					
		2													2					
		3													3					
		4		248.28											4					
		5													5					
		6													6					
		7													7					
		8													8					
		9													9					
PARKER & PARKER PLUMBING	9,916.91	1	3,617.56												1					
		2				815.48		585.00	651.40						2					
		3							1,131.93						3					
		4						1,753.50			642.04				4					
		5													5					
		6													6					
		7			240.00	160.00					160.00		160.00		7					
		8													8					
		9													9					
PENA'S DISPOSAL, INC	4,665.76	1	3,277.60												1					
		2													2					
		3													3					
		4					1,388.16								4					
		5													5					
		6													6					
		7													7					
		8													8					
		9													9					

Accounts Payable Monthly Billing Report for the Period 04/01/2026 through 04/30/2026

Vendor Name	CheckTotal	1	2	3	4	5	6	7	8	9	1	2	3	4	5	6	7	8	9	
		1	LOW RENT	FLC	TFLC	ELMWD	SBRIDGE	KBURGLD	PDISE LD	CC	830E RVLT	SFP	LA SERENA	ADMIN	1					
		2	RETIRE	KAWO	VICKIE	VGW	LINMAR	MILLCRK	ROBIN	ZACRY	JACOB	SHADY	CYPGRD	DOUGLS	2					
		3	WPV	POPLAR	CRNSHW	PARKSD	EUCLID	GW1	VILGRV	CT&PDS	GROVES	ENCINA	TULEV	WTRL	3					
		4	SALLEE	VCHR	ALLOC	GW II	SULTAN	MYRTLE	1634S GRDN	OAKWD	PALOMAR	TRCYCT	NSP	MANZTA	4					
		5	EKAW	CYPCVE	FAIRVW	ASHLAN	ASPEN	LOTAS	SEQVIL	TMHSA	WILLOW	NLYNORA	NEWCOMB	ORIOLE	5					
		6	LVRSLN	CTYMNR	VISGAR	MISSIONCT	BELMNT	AVENAL	KPC	SCNTRL	SCROWE	LESLIE	VICWD	ORNGWD	6					
		7	S GRDN	KMCSCTRL	PACCOURT	SSFE TPLX	VASSAR	BATES	QUINCE	1844SGRD	FULGHAM	KIMBAL	1ST DINUBA	LARK	7					
		8	ROOSEVLT	LYRA TPX	LAKEVIEW	99PALM	TBRA	W TUL	CDBG	MYRTLESNR	EHV	S COURT	CONYER	CHERRY	8					
		9	STJOHN	CREPE MYTL	1233BURKE	VILLA	MERRIT	MONARCH	NOBLE	DEMAREE	GARDINER	EASTRIDGE	LINDSAY LD	PVILLE LAND	9					
PERFECT CARE	40,346.00	1	4,462.69									72.71	44.90	692.28	1					
LANDSCAPE MAINT		2				3,213.00		2,875.00	1,450.00		395.00				2					
		3				6.85	13.69		2,080.00	1,020.00		150.00	3,450.00		3					
		4		431.79				770.00				730.00		295.00	4					
		5	495.00	3,250.00	190.00	447.30	2,075.00	740.95	498.18	1,298.25	90.00		55.41		5					
		6					765.00			185.00					6					
		7	195.00	410.00	620.00					595.00		3,385.00			7					
		8		503.00						985.00				1,095.00	8					
		9			315.00										9					
PORTERVILLE	1,002.99	1	1,002.99												1					
DOOR & TRIM		2													2					
		3													3					
		4													4					
		5													5					
		6													6					
		7													7					
		8													8					
		9													9					
PRUDENTIAL	46,276.98	1										30,651.71	15,625.27		1					
HUNTOON PAIGE		2													2					
		3													3					
		4													4					
		5													5					
		6													6					
		7													7					
		8													8					
		9													9					
QLT CONSUMER	22.32	1										22.32			1					
LEASE CONSUMER		2													2					
		3													3					
		4													4					
		5													5					
		6													6					
		7													7					
		8													8					
		9													9					

Accounts Payable Monthly Billing Report for the Period 04/01/2026 through 04/30/2026

Vendor Name	CheckTotal	1	2	3	4	5	6	7	8	9	1	2	3	4	5	6	7	8	9		
		1	LOW RENT	FLC	TFLC	ELMWD	SBRIDGE	KBURGLD	PDISE LD	CC	830E RVLT	SFP	LA SERENA	ADMIN	1						
		2	RETIRE	KAWO	VICKIE	VGW	LINMAR	MILLCRK	ROBIN	ZACRY	JACOB	SHADY	CYPGRD	DOUGLS	2						
		3	WPV	POPLAR	CRNSHW	PARKSD	EUCLID	GW1	VILGRV	CT&PDS	GROVES	ENCINA	TULEV	WTRL	3						
		4	SALLEE	VCHR	ALLOC	GW II	SULTAN	MYRTLE	1634S GRDN	OAKWD	PALOMAR	TRCYCT	NSP	MANZTA	4						
		5	EKAW	CYPCVE	FAIRVW	ASHLAN	ASPEN	LOTAS	SEQVIL	TMHSA	WILLOW	NLYNORA	NEWCOMB	ORIOLE	5						
		6	LVRSLN	CTYMNR	VISGAR	MISSIONCT	BELMNT	AVENAL	KPC	SCNTRL	SCROWE	LESLIE	VICWD	ORNGWD	6						
		7	S GRDN	KMCSCTRL	PACCOURT	SSFE TPLX	VASSAR	BATES	QUINCE	1844SGRD	FULGHAM	KIMBAL	1ST DINUBA	LARK	7						
		8	ROOSEVLT	LYRA TPX	LAKEVIEW	99PALM	TBRA	W TUL	CDBG	MYRTLESNR	EHV	S COURT	CONYER	CHERRY	8						
		9	STJOHN	CREPE MYTL	1233BURKE	VILLA	MERRIT	MONARCH	NOBLE	DEMAREE	GARDINER	EASTRIDGE	LINDSAY LD	PVILLE LAND	9						
QUADIENT FINANCE USA, INC	4,639.82	1	1,642.99	279.97	58.58															94.82	
		2																			
		3																			
		4		2,563.46																	
		5																			
		6																			
		7																			
		8																			
		9																			
QUADIENT LEASING USA, INC	1,712.93	1	624.32	69.26	24.83																
		2																			
		3				2.76	5.53														
		4		986.23																	
		5																			
		6																			
		7																			
		8																			
		9																			
RANDALL LEE ROQUE DBA	450.00	1																			
		2																			
		3					450.00														
		4																			
		5																			
		6																			
		7																			
		8																			
		9																			
RAYMOND C MACARENO	56.38	1																			56.38
		2																			
		3																			
		4																			
		5																			
		6																			
		7																			
		8																			
		9																			

Accounts Payable Monthly Billing Report for the Period 04/01/2026 through 04/30/2026

Vendor Name	CheckTotal	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
		1	LOW RENT	FLC	TFLC	ELMWD	SBRIDGE	KBURGLD	PDISE LD	CC	830E RVL	SFP	LA SERENA	ADMIN		1
		2	RETIRE	KAWO	VICKIE	VG	LINMAR	MILLCRK	ROBIN	ZACRY	JACOB	SHADY	CYPGRD	DOUGLS		2
		3	WPV	POPLAR	CRNSHW	PARKSD	EUCLID	GW1	VILGRV	CT&PDS	GROVES	ENCINA	TULEV	WTRL		3
		4	SALLEE	VCHR	ALLOC	GW II	SULTAN	MYRTLE	1634S GRDN	OAKWD	PALOMAR	TRCYCT	NSP	MANZTA		4
		5	EKAW	CYPCVE	FAIRVW	ASHLAN	ASPEN	LOTAS	SEQVIL	TMHSA	WILLOW	NLYNORA	NEWCOMB	ORIOLE		5
		6	LVRSLN	CTYMNR	VISGAR	MISSIONCT	BELMNT	AVENAL	KPC	SCNTRL	SCROWE	LESLIE	VICWD	ORNGWD		6
		7	S GRDN	KMCSCTRL	PACCOURT	SSFE TPLX	VASSAR	BATES	QUINCE	1844SGRD	FULGHAM	KIMBAL	1ST DINUBA	LARK		7
		8	ROOSEVLT	LYRA TPX	LAKEVIEW	99PALM	TBRA	W TUL	CDBG	MYRTLESNR	EHV	S COURT	CONYER	CHERRY		8
		9	STJOHN	CREPE MYTL	1233BURKE	VILLA	MERRIT	MONARCH	NOBLE	DEMAREE	GARDINER	EASTRIDGE	LINDSAY LD	PVILLE LAND		9
RENTOKIL NORTH AMERICA INC. /	750.00	1	150.00													1
		2						150.00								2
		3														3
		4														4
		5														5
		6														6
		7										450.00				7
		8														8
		9														9
RICARDO'S YARD CARE	1,000.00	1	1,000.00													1
		2														2
		3														3
		4														4
		5														5
		6														6
		7														7
		8														8
		9														9
Richard A Porras	50.76	1										50.76				1
		2														2
		3														3
		4														4
		5														5
		6														6
		7														7
		8														8
		9														9
ROBERSON MCLAUGHLIN	445.68	1	289.89													1
		2														2
		3				155.79										3
		4														4
		5														5
		6														6
		7														7
		8														8
		9														9

Accounts Payable Monthly Billing Report for the Period 04/01/2026 through 04/30/2026

Vendor Name	CheckTotal	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15		
		1	LOW RENT	FLC	TFLC	ELMWD	SBRIDGE	KBURGLD	PDISE LD	CC	830E RVLT	SFP	LA SERENA	ADMIN		1		
		2	RETIRE	KAWO	VICKIE	VGW	LINMAR	MILLCRK	ROBIN	ZACRY	JACOB	SHADY	CYPGRD	DOUGLS		2		
		3	WPV	POPLAR	CRNSHW	PARKSD	EUCLID	GW1	VILGRV	CT&PDS	GROVES	ENCINA	TULEV	WTRL		3		
		4	SALLEE	VCHR	ALLOC	GW II	SULTAN	MYRTLE	1634S GRDN	OAKWD	PALOMAR	TRCYCT	NSP	MANZTA		4		
		5	EKAW	CYPCVE	FAIRVW	ASHLAN	ASPEN	LOTAS	SEQVIL	TMHSA	WILLOW	NLYNORA	NEWCOMB	ORIOLE		5		
		6	LVRSLN	CTYMNR	VISGAR	MISSIONCT	BELMNT	AVENAL	KPC	SCNTRL	SCROWE	LESLIE	VICWD	ORNGWD		6		
		7	S GRDN	KMCCTRL	PACCOURT	SSFE TPLX	VASSAR	BATES	QUINCE	1844SGRD	FULGHAM	KIMBAL	1ST DINUBA	LARK		7		
		8	ROOSEVLT	LYRA TPX	LAKEVIEW	99PALM	TBRA	W TUL	CDBG	MYRTLESNR	EHV	S COURT	CONYER	CHERRY		8		
		9	STJOHN	CREPE MYTL	1233BURKE	VILLA	MERRIT	MONARCH	NOBLE	DEMAREE	GARDINER	EASTRIDGE	LINDSAY LD	PVILLE LAND		9		
RONALD MORGAN / BUGZILLA PEST	40.00	1														40.00	1	
		2															2	
		3															3	
		4															4	
		5															5	
		6															6	
		7															7	
		8															8	
		9															9	
ROSALINE CHILD	118.74	1															118.74	1
		2																2
		3																3
		4																4
		5																5
		6																6
		7																7
		8																8
		9																9
S.A. CASSADAY SERVICE, INC	1,489.06	1	567.53															1
		2																2
		3																3
		4																4
		5								268.38								5
		6																6
		7										523.15						7
		8												130.00				8
		9																9
SAN JOAQUIN VALLEY UNIFIED	46.00	1	15.41	4.60	0.46													1
		2																2
		3																3
		4		25.53														4
		5																5
		6																6
		7																7
		8																8
		9																9

Accounts Payable Monthly Billing Report for the Period 04/01/2026 through 04/30/2026

Vendor Name	CheckTotal	1	2	3	4	5	6	7	8	9	1	2	3	4	5	6	7	8	9	
		1	LOW RENT	FLC	TFLC	ELMWD	SBRIDGE	KBURGLD	PDISE LD	CC	830E RVL	SFP	LA SERENA	ADMIN	1					
		2	RETIRE	KAWO	VICKIE	VGW	LINMAR	MILLCRK	ROBIN	ZACRY	JACOB	SHADY	CYPGRD	DOUGLS	2					
		3	WPV	POPLAR	CRNSHW	PARKSD	EUCLID	GW1	VILGRV	CT&PDS	GROVES	ENCINA	TULEV	WTRL	3					
		4	SALLEE	VCHR	ALLOC	GW II	SULTAN	MYRTLE	1634S GRDN	OAKWD	PALOMAR	TRCYCT	NSP	MANZTA	4					
		5	EKAW	CYPCVE	FAIRVW	ASHLAN	ASPEN	LOTAS	SEQVIL	TMHSA	WILLOW	NLYNORA	NEWCOMB	ORIOLE	5					
		6	LVRSLN	CTYMNR	VISGAR	MISSIONCT	BELMNT	AVENAL	KPC	SCNTRL	SCROWE	LESLIE	VICWD	ORNGWD	6					
		7	S GRDN	KMCSCTRL	PACCOURT	SSFE TPLX	VASSAR	BATES	QUINCE	1844SGRD	FULGHAM	KIMBAL	1ST DINUBA	LARK	7					
		8	ROOSEVLT	LYRA TPX	LAKEVIEW	99PALM	TBRA	W TUL	CDBG	MYRTLESNR	EHV	S COURT	CONYER	CHERRY	8					
		9	STJOHN	CREPE MYTL	1233BURKE	VILLA	MERRIT	MONARCH	NOBLE	DEMAREE	GARDINER	EASTRIDGE	LINDSAY LD	PVILLE LAND	9					
SANTOS HERRERA INC / CALIFORNIA	79,129.68	1	39,257.50												1					
		2							6,025.40						2					
		3								7,893.80					3					
		4						4,957.81			9,817.82				4					
		5											8,346.85		5					
		6					2,590.50								6					
		7			120.00		120.00								7					
		8													8					
		9													9					
SERVPRO OF VISALIA	2,388.65	1	2,388.65												1					
		2													2					
		3													3					
		4													4					
		5													5					
		6													6					
		7													7					
		8													8					
		9													9					
SHARON J ETHRIDGE	50.80	1																		50.80
		2													2					
		3													3					
		4													4					
		5													5					
		6													6					
		7													7					
		8													8					
		9													9					
SIDNEY C WHEELER DBA	5,639.94	1		4,805.93									834.01		1					
		2													2					
		3													3					
		4													4					
		5													5					
		6													6					
		7													7					
		8													8					
		9													9					

Accounts Payable Monthly Billing Report for the Period 04/01/2026 through 04/30/2026

Vendor Name	CheckTotal	1	2	3	4	5	6	7	8	9	1	2	3	4	5	6	7	8	9			
		1	LOW RENT	FLC	TFLC	ELMWD	SBRIDGE	KBURGLD	PDISE LD	CC	830E RVLT	SFP	LA SERENA	ADMIN	1							
		2	RETIRE	KAWO	VICKIE	VGW	LINMAR	MILLCRK	ROBIN	ZACRY	JACOB	SHADY	CYPGRD	DOUGLS	2							
		3	WPV	POPLAR	CRNSHW	PARKSD	EUCLID	GW1	VILGRV	CT&PDS	GROVES	ENCINA	TULEV	WTRL	3							
		4	SALLEE	VCHR	ALLOC	GW II	SULTAN	MYRTLE	1634S GRDN	OAKWD	PALOMAR	TRCYCT	NSP	MANZTA	4							
		5	EKAW	CYPCVE	FAIRVW	ASHLAN	ASPEN	LOTAS	SEQVIL	TMHSA	WILLOW	NLYNORA	NEWCOMB	ORIOLE	5							
		6	LVRSLN	CTYMNR	VISGAR	MISSIONCT	BELMNT	AVENAL	KPC	SCNTRL	SCROWE	LESLIE	VICWD	ORNGWD	6							
		7	S GRDN	KMCSCTRL	PACCOURT	SSFE TPLX	VASSAR	BATES	QUINCE	1844SGRD	FULGHAM	KIMBAL	1ST DINUBA	LARK	7							
		8	ROOSEVLT	LYRA TPX	LAKEVIEW	99PALM	TBRA	W TUL	CDBG	MYRTLESNR	EHV	S COURT	CONYER	CHERRY	8							
		9	STJOHN	CREPE MYTL	1233BURKE	VILLA	MERRIT	MONARCH	NOBLE	DEMAREE	GARDINER	EASTRIDGE	LINDSAY LD	PVILLE LAND	9							
SLAKEY BROS INC	12,119.48	1																		12,119.48	1	
		2																				2
		3																				3
		4																				4
		5																				5
		6																				6
		7																				7
		8																				8
		9																				9
SOUTHERN CALIFORNIA	35,305.84	1	7,226.42	4,795.31	201.59					332.22		9,092.12	242.61	71.06								1
		2				146.86					19.50											2
		3				481.52		145.63		134.02		237.66	40.60									3
		4		1,695.80						341.29	1,535.28	35.08										4
		5	171.59	375.22	189.46	419.89	722.13			464.75			1,422.09									5
		6				1,229.15	441.49															6
		7			671.12	226.32						1,734.56										7
		8												383.17								8
		9			80.33																	9
STOP ALARM, INC	114.00	1	28.83									22.71	14.02	2.27								1
		2																				2
		3																				3
		4		13.34																		4
		5				2.28		3.42	4.12	5.70			17.31									5
		6																				6
		7																				7
		8																				8
		9																				9
SULTANA COMMUNITY	3,090.29	1																				1
		2																				2
		3																				3
		4					3,090.29															4
		5																				5
		6																				6
		7																				7
		8																				8
		9																				9

Accounts Payable Monthly Billing Report for the Period 04/01/2026 through 04/30/2026

Vendor Name	CheckTotal	1	2	3	4	5	6	7	8	9	1	2	3	4	5	6	7	8	9	
		1	LOW RENT	FLC	TFLC	ELMWD	SBRIDGE	KBURGLD	PDISE LD	CC	830E RVL	SFP	LA SERENA	ADMIN	1					
		2	RETIRE	KAWO	VICKIE	VG	LINMAR	MILLCRK	ROBIN	ZACRY	JACOB	SHADY	CYPGRD	DOUGLS	2					
		3	WPV	POPLAR	CRNSHW	PARKSD	EUCLID	GW1	VILGRV	CT&PDS	GROVES	ENCINA	TULEV	WTRL	3					
		4	SALLEE	VCHR	ALLOC	GW II	SULTAN	MYRTLE	1634S GRDN	OAKWD	PALOMAR	TRCYCT	NSP	MANZTA	4					
		5	EKAW	CYPCVE	FAIRVW	ASHLAN	ASPEN	LOTAS	SEQVIL	TMHSA	WILLOW	NLYNORA	NEWCOMB	ORIOLE	5					
		6	LVRSLN	CTYMNR	VISGAR	MISSIONCT	BELMNT	AVENAL	KPC	SCNTRL	SCROWE	LESLIE	VICWD	ORNGWD	6					
		7	S GRDN	KMCSCTRL	PACCOURT	SSFE TPLX	VASSAR	BATES	QUINCE	1844SGRD	FULGHAM	KIMBAL	1ST DINUBA	LARK	7					
		8	ROOSEVLT	LYRA TPX	LAKEVIEW	99PALM	TBRA	W TUL	CDBG	MYRTLESNR	EHV	S COURT	CONYER	CHERRY	8					
		9	STJOHN	CREPE MYTL	1233BURKE	VILLA	MERRIT	MONARCH	NOBLE	DEMAREE	GARDINER	EASTRIDGE	LINDSAY LD	PVILLE LAND	9					
TERRA BELLA IRRIGATION	198.75	1		198.75											1					
		2													2					
		3													3					
		4													4					
		5													5					
		6													6					
		7													7					
		8													8					
		9													9					
THE CARPET SHOPPE INC	97,977.00	1	39,579.00	5,389.00											9,219.00					
		2					11,967.00								2					
		3													3					
		4						4,889.00							4					
		5		4,569.00			7,149.00						4,859.00		5					
		6				2,358.00									6					
		7													7					
		8													8			7,999.00		
		9													9					
THE FLOWER MILL, INC.	193.26	1													193.26					
		2													2					
		3													3					
		4													4					
		5													5					
		6													6					
		7													7					
		8													8					
		9													9					
THE GLASS SHOP INC	479.86	1	84.28												1					
		2													2					
		3													3					
		4													4					
		5				325.63									5					
		6													6					
		7				69.95									7					
		8													8					
		9													9					

Accounts Payable Monthly Billing Report for the Period 04/01/2026 through 04/30/2026

Vendor Name	CheckTotal	1	2	3	4	5	6	7	8	9	1	2	3	4	5	6	7	8	9		
		1	LOW RENT	FLC	TFLC	ELMWD	SBRIDGE	KBURGLD	PDISE LD	CC	830E RVL	SFP	LA SERENA	ADMIN	1						
		2	RETIRE	KAWO	VICKIE	VGW	LINMAR	MILLCRK	ROBIN	ZACRY	JACOB	SHADY	CYPGRD	DOUGLS	2						
		3	WPV	POPLAR	CRNSHW	PARKSD	EUCLID	GW1	VILGRV	CT&PDS	GROVES	ENCINA	TULEV	WTRL	3						
		4	SALLEE	VCHR	ALLOC	GW II	SULTAN	MYRTLE	1634S GRDN	OAKWD	PALOMAR	TRCYCT	NSP	MANZTA	4						
		5	EKAW	CYPCVE	FAIRVW	ASHLAN	ASPEN	LOTAS	SEQVIL	TMHSA	WILLOW	NLYNORA	NEWCOMB	ORIOLE	5						
		6	LVRSLN	CTYMNR	VISGAR	MISSIONCT	BELMNT	AVENAL	KPC	SCNTRL	SCROWE	LESLIE	VICWD	ORNGWD	6						
		7	S GRDN	KMCSCTRL	PACCOURT	SSFE TPLX	VASSAR	BATES	QUINCE	1844SGRD	FULGHAM	KIMBAL	1ST DINUBA	LARK	7						
		8	ROOSEVLT	LYRA TPX	LAKEVIEW	99PALM	TBRA	W TUL	CDBG	MYRTLESNR	EHV	S COURT	CONYER	CHERRY	8						
		9	STJOHN	CREPE MYTL	1233BURKE	VILLA	MERRIT	MONARCH	NOBLE	DEMAREE	GARDINER	EASTRIDGE	LINDSAY LD	PVILLE LAND	9						
THE HOME DEPOT SUPPLY	21,380.77	1	58.37	5,672.01																15,468.16	
		2																			
		3					182.23														
		4																			
		5																			
		6																			
		7																			
		8																			
		9																			
THE SHERWIN-WILLIAM	13,061.10	1	1,480.80																		10,105.10
		2																			
		3								385.20											
		4									311.60										
		5																			
		6					233.70														
		7										444.16									
		8																			100.54
		9																			
T-MOBILE USA INC	244.04	1	64.14	19.14	1.91																
		2																			
		3																			
		4		106.25																	
		5					52.60														
		6																			
		7																			
		8																			
		9																			
TOMAS J VELASQUEZ	74.58	1																			74.58
		2																			
		3																			
		4																			
		5																			
		6																			
		7																			
		8																			
		9																			

Accounts Payable Monthly Billing Report for the Period 04/01/2026 through 04/30/2026

Vendor Name	CheckTotal	1	2	3	4	5	6	7	8	9	1	2	3	4	5	6	7	8	9	
		1	LOW RENT	FLC	TFLC	ELMWD	SBRIDGE	KBURGLD	PDISE LD	CC	830E RVLT	SFP	LA SERENA	ADMIN	1					
		2	RETIRE	KAWO	VICKIE	VGW	LINMAR	MILLCRK	ROBIN	ZACRY	JACOB	SHADY	CYPGRD	DOUGLS	2					
		3	WPV	POPLAR	CRNSHW	PARKSD	EUCLID	GW1	VILGRV	CT&PDS	GROVES	ENCINA	TULEV	WTRL	3					
		4	SALLEE	VCHR	ALLOC	GW II	SULTAN	MYRTLE	1634S GRDN	OAKWD	PALOMAR	TRCYCT	NSP	MANZTA	4					
		5	EKAW	CYPCVE	FAIRVW	ASHLAN	ASPEN	LOTAS	SEQVIL	TMHSA	WILLOW	NLYNORA	NEWCOMB	ORIOLE	5					
		6	LVRSLN	CTYMNR	VISGAR	MISSIONCT	BELMNT	AVENAL	KPC	SCNTRL	SCROWE	LESLIE	VICWD	ORNGWD	6					
		7	S GRDN	KMCSCTRL	PACCOURT	SSFE TPLX	VASSAR	BATES	QUINCE	1844SGRD	FULGHAM	KIMBAL	1ST DINUBA	LARK	7					
		8	ROOSEVLT	LYRA TPX	LAKEVIEW	99PALM	TBRA	W TUL	CDBG	MYRTLESNR	EHV	S COURT	CONYER	CHERRY	8					
		9	STJOHN	CREPE MYTL	1233BURKE	VILLA	MERRIT	MONARCH	NOBLE	DEMAREE	GARDINER	EASTRIDGE	LINDSAY LD	PVILLE LAND	9					
TOP DRAWER MAIL SERVICES	180.00	1	60.30	18.00	1.80										1					
		2													2					
		3													3					
		4		99.90											4					
		5													5					
		6													6					
		7													7					
		8													8					
		9													9					
TRAVER SEWER	630.30	1	630.30												1					
		2													2					
		3													3					
		4													4					
		5													5					
		6													6					
		7													7					
		8													8					
		9													9					
TROPICAL LAWN SERVICE, INC	577.50	1													1					
		2													2					
		3													3					
		4									577.50				4					
		5													5					
		6													6					
		7													7					
		8													8					
		9													9					
TULARE COUNTY ENVIRONMENTAL	642.00	1													1					
		2													2					
		3													3					
		4													4					
		5											642.00		5					
		6													6					
		7													7					
		8													8					
		9													9					

Accounts Payable Monthly Billing Report for the Period 04/01/2026 through 04/30/2026

Vendor Name	CheckTotal	1	2	3	4	5	6	7	8	9	1	2	3	4	5	6	7	8	9	
		1	LOW RENT	FLC	TFLC	ELMWD	SBRIDGE	KBURGLD	PDISE LD	CC	830E RVLT	SFP	LA SERENA	ADMIN	1					
		2	RETIRE	KAWO	VICKIE	VGW	LINMAR	MILLCRK	ROBIN	ZACRY	JACOB	SHADY	CYPGRD	DOUGLS	2					
		3	WPV	POPLAR	CRNSHW	PARKSD	EUCLID	GW1	VILGRV	CT&PDS	GROVES	ENCINA	TULEV	WTRL	3					
		4	SALLEE	VCHR	ALLOC	GW II	SULTAN	MYRTLE	1634S GRDN	OAKWD	PALOMAR	TRCYCT	NSP	MANZTA	4					
		5	EKAW	CYPCVE	FAIRVW	ASHLAN	ASPEN	LOTAS	SEQVIL	TMHSA	WILLOW	NLYNORA	NEWCOMB	ORIOLE	5					
		6	LVRSLN	CTYMNR	VISGAR	MISSIONCT	BELMNT	AVENAL	KPC	SCNTRL	SCROWE	LESLIE	VICWD	ORNGWD	6					
		7	S GRDN	KMCSCTRL	PACCOURT	SSFE TPLX	VASSAR	BATES	QUINCE	1844SGRD	FULGHAM	KIMBAL	1ST DINUBA	LARK	7					
		8	ROOSEVLT	LYRA TPX	LAKEVIEW	99PALM	TBRA	W TUL	CDBG	MYRTLESNR	EHV	S COURT	CONYER	CHERRY	8					
		9	STJOHN	CREPE MYTL	1233BURKE	VILLA	MERRIT	MONARCH	NOBLE	DEMAREE	GARDINER	EASTRIDGE	LINDSAY LD	PVILLE LAND	9					
TULARE COUNTY SOLID WASTE	541.40	1	181.39	54.14	5.41										1					
		2													2					
		3													3					
		4		300.46											4					
		5													5					
		6													6					
		7													7					
		8													8					
		9													9					
TULARE GLASS COMPANY, INC	575.21	1	95.00												1					
		2													2					
		3													3					
		4													4					
		5					113.36								5					
		6				366.85									6					
		7													7					
		8													8					
		9													9					
VALLEY EXPETEC	280.00	1	93.80	28.00	2.80										1					
		2													2					
		3													3					
		4		155.40											4					
		5													5					
		6													6					
		7													7					
		8													8					
		9													9					
VAST NETWORKS	1,800.00	1	952.74	60.00	6.00							119.52	73.80	12.00	1					
		2													2					
		3													3					
		4		403.20											4					
		5				12.00		18.00	21.66	30.00			91.08		5					
		6													6					
		7													7					
		8													8					
		9													9					

Accounts Payable Monthly Billing Report for the Period 04/01/2026 through 04/30/2026

Vendor Name	CheckTotal	1	2	3	4	5	6	7	8	9	1	2	3	4	5	6	7	8	9	
		1	LOW RENT	FLC	TFLC	ELMWD	SBRIDGE	KBURGLD	PDISE LD	CC	830E RVL	SFP	LA SERENA	ADMIN	1					
		2	RETIRE	KAWO	VICKIE	VG	LINMAR	MILLCRK	ROBIN	ZACRY	JACOB	SHADY	CYPGRD	DOUGLS	2					
		3	WPV	POPLAR	CRNSHW	PARKSD	EUCLID	GW1	VILGRV	CT&PDS	GROVES	ENCINA	TULEV	WTRL	3					
		4	SALLEE	VCHR	ALLOC	GW II	SULTAN	MYRTLE	1634S GRDN	OAKWD	PALOMAR	TRCYCT	NSP	MANZTA	4					
		5	EKAW	CYPCVE	FAIRVW	ASHLAN	ASPEN	LOTAS	SEQVIL	TMHSA	WILLOW	NLYNORA	NEWCOMB	ORIOLE	5					
		6	LVRSLN	CTYMNR	VISGAR	MISSIONCT	BELMNT	AVENAL	KPC	SCNTRL	SCROWE	LESLIE	VICWD	ORNGWD	6					
		7	S GRDN	KMCSCTRL	PACCOURT	SSFE TPLX	VASSAR	BATES	QUINCE	1844SGRD	FULGHAM	KIMBAL	1ST DINUBA	LARK	7					
		8	ROOSEVLT	LYRA TPX	LAKEVIEW	99PALM	TBRA	W TUL	CDBG	MYRTLESNR	EHV	S COURT	CONYER	CHERRY	8					
		9	STJOHN	CREPE MYTL	1233BURKE	VILLA	MERRIT	MONARCH	NOBLE	DEMAREE	GARDINER	EASTRIDGE	LINDSAY LD	PVILLE LAND	9					
VISALIA	2,750.00	1	2,750.00																	
LANDSCAPE AND		2																		
		3																		
		4																		
		5																		
		6																		
		7																		
		8																		
		9																		
VISALIA	214.14	1																		214.14
TIMES-DELTA		2																		
		3																		
		4																		
		5																		
		6																		
		7																		
		8																		
		9																		
WAGeworks INC	4,337.56	1																		4,337.56
		2																		
		3																		
		4																		
		5																		
		6																		
		7																		
		8																		
		9																		
WASTE	9,881.83	1		9,881.83																
MANAGEMENT USA		2																		
		3																		
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		6																		
		7																		
		8																		
		9																		

Accounts Payable Monthly Billing Report for the Period 04/01/2026 through 04/30/2026

Vendor Name	CheckTotal	1	2	3	4	5	6	7	8	9	1	2	3	4	5	6	7	8	9	
		1	LOW RENT	FLC	TFLC	ELMWD	SBRIDGE	KBURGLD	PDISE LD	CC	830E RVL	SFP	LA SERENA	ADMIN	1					
		2	RETIRE	KAWO	VICKIE	VG	LINMAR	MILLCRK	ROBIN	ZACRY	JACOB	SHADY	CYPGRD	DOUGLS	2					
		3	WPV	POPLAR	CRNSHW	PARKSD	EUCLID	GW1	VILGRV	CT&PDS	GROVES	ENCINA	TULEV	WTRL	3					
		4	SALLEE	VCHR	ALLOC	GW II	SULTAN	MYRTLE	1634S GRDN	OAKWD	PALOMAR	TRCYCT	NSP	MANZTA	4					
		5	EKAW	CYPCVE	FAIRVW	ASHLAN	ASPEN	LOTAS	SEQVIL	TMHSA	WILLOW	NLYNORA	NEWCOMB	ORIOLE	5					
		6	LVRSLN	CTYMNR	VISGAR	MISSIONCT	BELMNT	AVENAL	KPC	SCNTRL	SCROWE	LESLIE	VICWD	ORNGWD	6					
		7	S GRDN	KMCCTRL	PACCOURT	SSFE TPLX	VASSAR	BATES	QUINCE	1844SGRD	FULGHAM	KIMBAL	1ST DINUBA	LARK	7					
		8	ROOSEVLT	LYRA TPX	LAKEVIEW	99PALM	TBRA	W TUL	CDBG	MYRTLESNR	EHV	S COURT	CONYER	CHERRY	8					
		9	STJOHN	CREPE MYTL	1233BURKE	VILLA	MERRIT	MONARCH	NOBLE	DEMAREE	GARDINER	EASTRIDGE	LINDSAY LD	PVILLE LAND	9					
WATER SYSTEM SOLUTIONS LLC	1,770.00	1		1,770.00											1					
		2													2					
		3													3					
		4													4					
		5													5					
		6													6					
		7													7					
		8													8					
		9													9					
WEISENBERGERS	98.19	1										98.19			1					
		2													2					
		3													3					
		4													4					
		5													5					
		6													6					
		7													7					
		8													8					
		9													9					
WHITE CAP, LP	409.21	1													1					
		2													2					
		3							409.21						3					
		4													4					
		5													5					
		6													6					
		7													7					
		8													8					
		9													9					
William Delacruz	406.27	1	406.27												1					
		2													2					
		3													3					
		4													4					
		5													5					
		6													6					
		7													7					
		8													8					
		9													9					

Accounts Payable Monthly Billing Report for the Period 04/01/2026 through 04/30/2026

Vendor Name	CheckTotal															
		1	LOW RENT	FLC	TFLC	ELMWD	SBRIDGE	KBURGLD	PDISE LD	CC	830E RVLT	SFP	LA SERENA	ADMIN	1	
		2	RETIRE	KAWO	VICKIE	VGW	LINMAR	MILLCRK	ROBIN	ZACRY	JACOB	SHADY	CYPGRD	DOUGLS	2	
		3	WPV	POPLAR	CRNSHW	PARKSD	EUCLID	GW1	VILGRV	CT&PDS	GROVES	ENCINA	TULEV	WTRL	3	
		4	SALLEE	VCHR	ALLOC	GW II	SULTAN	MYRTLE	1634S GRDN	OAKWD	PALOMAR	TRCYCT	NSP	MANZTA	4	
		5	EKAW	CYPCVE	FAIRVW	ASHLAN	ASPEN	LOTAS	SEQVIL	TMHSA	WILLOW	NLYNORA	NEWCOMB	ORIOLE	5	
		6	LVRSLN	CTYMNR	VISGAR	MISSIONCT	BELMNT	AVENAL	KPC	SCNTRL	SCROWE	LESLIE	VICWD	ORNGWD	6	
		7	S GRDN	KMCSCCTRL	PACCOURT	SSFE TPLX	VASSAR	BATES	QUINCE	1844SGRD	FULGHAM	KIMBAL	1ST DINUBA	LARK	7	
		8	ROOSEVLT	LYRA TPX	LAKEVIEW	99PALM	TBRA	W TUL	CDBG	MYRTLESNR	EHV	S COURT	CONYER	CHERRY	8	
		9	STJOHN	CREPE MYTL	1233BURKE	VILLA	MERRIT	MONARCH	NOBLE	DEMAREE	GARDINER	EASTRIDGE	LINDSAY LD	PVILLE LAND	9	
Yolanda Rivera	564.00	1													564.00	1
		2														2
		3														3
		4														4
		5														5
		6														6
		7														7
		8														8
		9														9
ZORO TOOLS, INC	829.15	1	155.04													1
		2														2
		3			448.92	225.19										3
		4														4
		5														5
		6														6
		7														7
		8														8
		9														9
<b>TOTAL</b>	<b>2,263,269.93</b>	1	268,562.62	77,441.01	11,312.16	5,260.50	2,666.55		3,000.00	6,009.99	1,800.00	54,429.09	26,736.68	318,884.85		1
		2		277,905.64	10,824.44	19,145.64	22,017.70	66,492.85	14,133.24	2,766.75	4,810.05	2,710.95	18,283.57	16,610.28		2
		3	9,915.92	222.42	1,921.36	7,332.91	22,795.88		24,142.89	17,322.18		4,469.26	33,950.82			3
		4	2,871.65	75,178.99			5,403.58	30,625.58	24,148.24	8,744.65	24,478.50	3,656.63	724.94	2,637.37		4
		5	6,543.05	28,700.35	6,501.98	7,608.57	26,818.98	4,872.23	7,381.88	6,923.34	2,756.11	1,794.60	37,193.19	4,947.27		5
		6	7,000.00	7,154.88	8,157.21	31,713.77	13,196.60			1,696.86	3,506.55	3,076.98	1,019.69	23,455.56		6
		7	2,000.03	12,180.74	17,687.34	8,231.81	12,071.49	3,954.51	4,194.98	10,390.33	3,011.00	25,207.64	876.94	2,785.63		7
		8	11,979.46	18,900.99	20,911.54			6,855.30		33,929.57	165,388.92	4,678.67	2,740.36	42,933.83		8
		9	3,513.78	10,943.79	4,569.57	4,318.73	8,052.32	16,235.42	17,339.34			13,017.92				9

## CHAPTER 8

### I. SELECTION OF FAMILIES TO RECEIVE VOUCHERS

Families who are eligible will be selected from a centralized waiting list, as set forth below.

- A. A preference will be given to any family displaced by redevelopment action on the part of a city or the county.
- B. The Housing Authority will accept referrals from the Tulare County Health and Human Services Department, CSET and the Workforce Investment Board each month in an amount necessary to ensure the continuing viability of the Moving-to-Work partnerships and the MTW program. These will be otherwise eligible families whose participation in job-training programs or whose employment is jeopardized by lack of a stable housing situation.
- C. Fifty (50) family slots between the Public Housing and Section 8 Programs will be reserved for families referred by Community Services and Employment Training (CSET). These will be otherwise eligible families whose participation in job-training programs or whose employment is jeopardized by lack of a stable housing situation.
- D. One hundred (100) family slots between the Public Housing and Section 8 Programs will be reserved for families referred by the Tulare County Economic Development Department. These slots will be available to otherwise eligible employees of businesses creating a minimum of 25 new jobs in the county.
- E. Thirty slots will be made available to applicants aging out of the Foster Care System.
- F. At such time as the Housing Authority certifies the existence of a tight rental market, such that it is extremely difficult for a voucher-holder to lease a housing unit under the Section 8 program, the Housing Authority may give preference to applicants who have written verification from a landlord with an available unit who will rent to them on the Section 8 program. To be eligible you must not have previously received assistance under the Moving-to-Program. If you have already received assistance, you may reapply and be placed on the waiting list.
- G. A local preference will be extended to families who are residents of Tulare County. Applicants must provide acceptable documentation to establish that they are residing in Tulare County at the time of their application and when they come up to the top of the waiting list. Acceptable documentation to establish residency in Tulare County include, a current lease, utility bill within the last 30 days, and a wage statement indicating residency in the last 30 days. Applicants who are working in Tulare County, who have been notified that they are hired to work in

Tulare County, and full-time students of a Tulare County school, who cannot get a similar education in their own county, shall be considered as residents. Use of this preference will not have the purpose or effect of delaying or otherwise denying admission to the program based on the race, color, ethnic origin, gender, religion, disability or age of any member of an applicant family.

- H.** Veteran's preference, as required by California state law, will be taken into consideration.
- I.** In the event of two or more eligible applicants for the same unit size with identical preference and priority status, the date and time sequence of applications will govern selection, with the applicant who filed the earliest being offered the first available allocation of appropriate size.
- J.** Families and single persons who are elderly, disabled, or displaced, or over 55 years of age will be housed prior to single persons who do not qualify for one of these categories.
- K.** In the event that HATC's leasing rate falls below 97%, preference will be given to an applicant who is able to 'lease-in place'. Preference will continue to be weighted until lease up rate reaches 97%. Once target lease up rate is obtained, preference will continue to be documented as part of the application intake process, however, it will not be weighted until such time that lease up rate falls below 97% at any other given time. To be eligible you must not have previously received assistance under the Moving-to-Program. If you have already received assistance, you may reapply and be placed on the waiting list.
- L.** No discrimination because of race, color, creed, religion, sex, age, disability, familial status or national origin. The foregoing preferences and priorities will be followed without regard to race, color, religion, sex, familial status or national origin.
- M.** Elderly or disabled families admitted from the waiting list following commencement of the MTW program will have the option of occupancy under either the MTW-assistance policies, or the tradition of HUD Section 8 program rent and occupancy policies.
- N.** Households previously assisted under the Emergency Housing Choice Voucher (EHV) program whose assistance is ending due solely to the exhaustion or expiration of federal EHV funding that are in good standing (i.e., not terminated for fraud, serious lease violations, or other program violations). with the Housing Authority and meet program eligibility requirements.
- O.** Available vouchers will be issued to families in the following order:

1. Absorbing families porting in from other jurisdictions. Such families will have the option of being assisted under the MTW-program guidelines, or under the regular HUD policies for the Section 8 program.
2. Other waiting-list families in order of preference. At any time, 75% of Moving-to-Work families must have incomes at 50%, or less, of median (very low-income). If the incomes of the participating population exceed that amount, all new admissions must be very low-income until the participating tenant population is again within the guidelines.
3. Before families are issued a voucher on the MTW program, they will sign a statement that they are aware that they will only receive rental assistance for a maximum of five years.



Housing Authority  
of the  
County of Tulare

**DRAFT**

Date:

Participant Name:

Address:

**RE: NOTICE OF PROGRAM FUNDING EXPIRATION EMERGENCY HOUSING CHOICE VOUCHER (EHV) PROGRAM TRANSITION TO MOVING TO WORK (MTW) HOUSING CHOICE VOUCHER PROGRAM**

Dear [Participant Name]:

This notice is to inform you that funding for the Emergency Housing Choice Voucher (EHV) Program, authorized under the American Rescue Plan Act of 2021 and administered by the U.S. Department of Housing and Urban Development (HUD), is ending. The EHV program was designed as a temporary, federally funded rental assistance program to support households experiencing homelessness, at risk of homelessness, fleeing domestic violence, or recently homeless. HUD has notified housing authorities nationwide that EHV funding is limited and will not be renewed once allocated funds are exhausted.

Based on current funding projections, your EHV rental assistance is anticipated to end on December 2026. Your housing assistance payment (HAP) under the EHV program will cease after this date unless you transition to another eligible housing assistance program.

The Housing Authority of the County of Tulare participates in the Moving to Work (MTW) Demonstration Program, a federal initiative authorized by HUD that allows selected housing authorities flexibility in the design and administration of housing programs. To prevent an interruption in your housing assistance, we are offering eligible EHV participants the opportunity to transition to our MTW Housing Assistance Program, subject to, verification of continued income eligibility, compliance with program requirements, execution of new program documents and certifications, unit eligibility under MTW policies.





Housing Authority  
of the  
County of Tulare

Your rental subsidy structure, tenant rent calculation methodology, and program obligations may differ from the EHV program. A staff member will contact you to schedule an eligibility review and briefing to explain any changes to, tenant rent portion, recertification requirements, inspections, term limits (if applicable under MTW policies), Work or self-sufficiency requirements (if applicable).

As we begin transitioning EHV holders to the MTW program, your MTW eligibility review appointment has been scheduled for [DATE] at [TIME]. Failure to attend or respond may result in termination of your housing assistance due to funding expiration and failure to transition programs.

If you believe this notice was issued in error, you have the right to request an informal review in writing within 10 calendar days from the date of this notice. Requests must be submitted to in writing. Participants with disabilities have the right to request a reasonable accommodation to participate in our programs during our informal hearing process. This notice does not constitute immediate termination of your assistance. It is an advance notification of funding expiration and program transition. We understand that changes to housing assistance programs can be concerning. Our goal is to ensure a smooth transition and continued housing stability for eligible households.

If you have questions, please contact our Special Program Department at (559) 627-3700, extension 151 or 153.

## THE HOUSING AUTHORITY OF THE COUNTY OF TULARE

Yours truly,

KEN KUGLER  
Executive Director

**DRAFT**



5140 W Cypress Ave • PO Box 791 • Visalia CA 93279  
Voice: (559) 627-3700 • TTY: (800) 735-2929 • Fax: (559) 733-0169  
This institution is an equal opportunity provider, and employer.



**HOME SUBRECIPIENT AGREEMENT  
(Tenant Based Rental Assistance)**

This **HOME SUBRECIPIENT AGREEMENT (Tenant Based Rental Assistance)** (“Agreement”) is made and entered into as of January 1<sup>st</sup>, 2026 (“Effective Date”) by and between the **CITY OF TULARE**, a municipal corporation and charter city (herein called the “Grantee” and/or “City”), and **SUBRECIPIENT**, a California public housing authority (“Subrecipient”).

**R E C I T A L S**

A. City is a California municipal corporation and charter city under the laws of the State of California.

B. WHEREAS, the Grantee has applied for and received funds (“HOME Funds”) from the United States Department of Housing and Urban Development (“HUD”) pursuant to the HOME Investment Partnerships Act and HOME Investment Partnerships Program, 42 U.S.C. Section 12701, *et seq.*, and the implementing regulations set forth in 24 CFR § 92.1, *et seq.* (together, “HOME Program”). These HOME Funds are provided for the purpose of strengthening public-private partnerships to provide more affordable housing, including the provision of decent, safe, sanitary, and affordable housing for very low- and low-income households within the City of Tulare, in accordance with HOME Program requirements. As used herein, the HOME Program includes the HUD Final Rule published at 78 FR 142, adopted July 24, 2013, which adopts substantial amendments to the HOME Program regulations set forth at 24 CFR Part 92 and the HOME Program includes HOME Final Rule, effective February 5, 2025, which includes revisions to 24 CFR Part 91, Part 92, Part 570, and Part 982.

C. City is currently implementing a coordinated multi-year strategy and program to provide financial assistance to eligible extremely low, very low- and low-income families and households to enable such households to secure housing available at an affordable housing cost in the City.

D. This multi-year strategy is set forth in the City of Tulare’s Consolidated Plan (“Consolidated Plan”) and includes the allocation of HOME Program funds, in conjunction with, as and when required, a percentage match or allocation of other moneys earmarked for affordable housing, for various purposes including for purposes of funding tenant-based rental assistance programs, including rental assistance, security deposit assistance, utility deposit assistance and utility allowance assistance to eligible extremely low, very low- and low-income households that are (i) residents of the City of Tulare, (ii) current residents with a gross income at or below 80 percent of area median income (AMI) and (iii) people experiencing homelessness. In the current Annual Action Plan of the Consolidated Plan, City has certified that there is a need in the City for tenant-based rental assistance to low-income residents of the City and the Consolidated Plan identifies such assistance as a priority in the survey of community development and affordable housing needs in Tulare.

E. Funds to provide tenant based rental assistance, security deposit assistance and utility assistance to eligible residents of the City, in accordance with the terms and provisions set forth in this Agreement.

**NOW, THEREFORE**, in consideration of the mutual covenants contained herein, the parties agree as follows:

**Article 1 – Conditions for Tenant Based Rental Assistance (TBRA) Program**

1.1 TBRA Program: The Subrecipient shall implement the scope of work (“Scope of Work”) described in Exhibit A,

hereof fully in accordance with state and federal HOME Program regulations and as authorized through the City of Tulare’s 2025-2029 Consolidated Plan and 2025-2026 Annual Action Plan.

1.2 Focus Population and Special Conditions: The Tenant-Based Rental Assistance program is specifically intended to serve low-income residents of the City of Tulare who are either currently leasing a rental unit or actively seeking a new rental home within city limits. Eligible households must meet income thresholds established by state and federal guidelines and demonstrate a need for rental assistance to obtain or maintain stable housing. The program prioritizes Tulare residents who face financial barriers to securing safe and affordable housing. Refer to Program Guidelines ‘Attachment K’ in Exhibit C.

1.3 Coordination between the City of Tulare and Subrecipient: The City of Tulare will lead overall program administration, including public outreach, marketing, application intake, document collection, and ongoing reporting to the California Department of Housing and Community Development (HCD) and the U.S. Department of Housing and Urban Development (HUD). The Subrecipient, the Housing Authority, will be responsible for conducting income determinations, conducting briefings, issuing agreement upon City approval, completing required unit inspections, and preparing and providing to City for approval of rental assistance contracts. This division of responsibilities ensures compliance with state and federal requirements while maintaining efficient program delivery. Refer to Scope of Work in Exhibit A.

1.4 Coordination with Property Management and Landlords: The program requires active cooperation from property owners and property management companies to ensure eligible households receive rental assistance. Landlords are expected to provide proof of property ownership, participate in required unit inspections, and comply with program guidelines related to habitability and fair housing. Collaboration with property owners helps ensure that assisted units meet quality standards and that rental agreements align with program requirements. Refer to Program Guidelines ‘Section VI’ in Exhibit C.

1.5 City Oversight and Approval Rights: City shall have the right, by written notice to Subrecipient at any time during the Term of this Agreement, to require City review and/or pre-approval of any of the Services to be performed by Subrecipient hereunder, including for example income determinations, qualification of applicants as “Eligible Households,” qualification of Housing Units, determination of reasonable rents, etc., to ensure compliance with the TBRA Program, the HOME Program, or other applicable requirements.

## **Article 2 – Term of Agreement**

2.1 Term: Services of the Subrecipient under this Agreement shall start on January 1, 2026, and end on December 31, 2028, or extended for a period of one additional year to enable the expenditure of the full amount of HOME Funds available under Section 3.2(a) or any amendments thereto by the Subrecipient to provide Subsidy Payments pursuant to this Agreement. Except as limited by law, there shall be no limit to the number of extensions permitted hereunder. The Term of this Agreement and the provisions herein shall be further extended to cover any additional time period during which the Subrecipient remains in control of HOME Funds.

## **Article 3 – Budget and Payments**

3.1 Budget: Subrecipient has submitted a budget to the City for approval (“Budget”), which sets forth the estimated timing and use of the HOME Funds contributed by the City pursuant to this Agreement. The Budget is attached hereto as Exhibit A. Any amendments to an approved Budget in an amount equal to or less than 25 percent of the approved Budget must be approved by the City’s City Manager or their authorized designee. In the event this

Agreement is extended past the initial Term or any additional moneys will be contributed to the TBRA Program by City pursuant to this Agreement, Subrecipient shall prepare and submit to the City Manager for approval of an updated Budget for such additional moneys. Subrecipient shall prepare a Budget, for approval by the City Manager, for each year during which this Agreement remains in effect. The City may require a more detailed line-item breakdown of the Budget than the one contained herein, and the Subrecipient shall provide such supplementary information about the Budget in a timely fashion in the form and content prescribed by the City.

**3.2 Reimbursement for Services:** City shall reimburse Subrecipient for Subsidy Payments disbursed to or on behalf of Eligible Households pursuant to this Agreement and for eligible Activity Delivery and/or Program Administration costs and in accordance with line items on the approved Budget or as otherwise approved by the City's City Manager. Except as may be set forth in this Agreement, City shall reimburse the Subrecipient for administrative costs or expenses incurred by Subrecipient to manage or implement the TBRA Program or this Agreement. Payments may be contingent upon certification of the Subrecipient's financial management system in accordance with the standards specified in 24 CFR 84.21.

**A. Amount of Payments.** It is expressly agreed and understood that the total amount to be paid by the City under this Agreement shall not exceed \$184,350. The dollar amount stated in the immediately preceding sentence may be increased by written amendment of this Agreement, signed by an authorized representative of Subrecipient and the City Manager.

**B. Request for Payments.** To receive each payment under this Agreement, Subrecipient shall submit to the City a written payment request package or invoice in a form approved by City, along with such supporting documentation as may be requested by the City to verify Subrecipient's performance of the Services for which the payment is requested. Reimbursement requests shall be submitted to the City on a bimonthly basis, with a total of six (6) invoice packages per calendar year. In addition, the City reserves the right to liquidate funds available under this Agreement for costs incurred by the City on behalf of the Subrecipient.

**3.3 Payment Subject to Availability of HOME Funds:** City's obligation to provide payments to Subrecipient hereunder is subject to City's receipt of HOME Funds from HCD and HUD pursuant to the HOME Program.

**3.4 Accounting:** Subrecipient shall, upon request, provide City with an accounting report, in form and content reasonably satisfactory to City, of any funds disbursed by City pursuant to Section 3.2.

#### **Article 4 – HOME Program Requirements as a Subrecipient**

**4.1** Subrecipient shall also undertake the same obligations to the City that the City has undertaken to HCD and HUD pursuant to the Standard Agreements, Applications for funding, and/or Federal Award Agreement and Related Certifications. The obligations undertaken by the Subrecipient include, but are not limited to, the obligation to comply with the current and most up-to-date version of each of the following:

- A. Title II of the Cranston-Gonzalez National Affordable Housing Act, as amended, 42 U.S.C. § 12704;
- B. Regulations of the Department of Housing and Urban Development relating to HOME Investment Partnerships program (24 CFR 92.1, *et seq.*);

- C. Regulations of the Department of Housing and Urban Development relating to environmental review procedures for the HOME Investment Partnerships program (24 CFR 92.352);
- D. Title VI of the Civil Rights Act of 1964 (42 USC § 2000d); Title VII of the Civil Rights Act of 1968 (Public Law 88-352); Title VIII of the Civil Rights Act of 1968 (Fair Housing Act, 42 USC § 3601, *et seq.*);
- E. Section 109 of the Housing and Community Development Act of 1974;
- F. Executive Order 11246 (equal employment opportunity);
- G. Executive Order 11063 (non-discrimination), as amended by Executive Order 12259; and any HUD regulations heretofore issued or to be issued to implement these authorities relating to civil rights;
- H. The Subrecipient agrees to comply with all the requirements relating to fair employment practices, to the extent applicable and shall cause the foregoing provision to be inserted in all contracts with third parties for any work covered by this Agreement so that such provisions will be binding upon such third parties.
- I. Subrecipient will conduct and administer the grant in conformity with 24 CFR 92.350.
- J. The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, 42 USC § 4601, *et seq.*, and regulations adopted to implement that Act in the 49 CFR Part 24;
- K. Cost principles have been established for non-profits through 2 CFR part 200, subpart E, entitled “Cost Principles for Non-Profit Organizations”; 2 CFR part 230 entitled “Cost Principles for Non-Profit Organizations” (Circular A-122); and 2 CFR Part 225 entitled “Cost Principles for State, Local, and Indian Tribal Governments” (OMB Circular A-87); This part establishes principles for determining costs of grants, contracts and other agreements with non-profit organizations. The principles are designed to provide that the Federal Government bears its fair share of costs except where restricted or prohibited by law. The principles do not attempt to prescribe the extent of cost sharing or matching on grants, contracts, or other agreements. However, such cost sharing or matching shall not be accomplished through arbitrary limitations on individual cost elements by Federal agencies;
- L. 24 CFR 92.503 concerning program income, repayments, and recaptured funds” of the HOME Regulations. Any program income earned by Subrecipient in carrying out the activities of this contract shall be returned to the City. Upon expiration of this agreement, Subrecipient shall transfer to the City any HOME funds on hand at the time of expiration and any accounts receivable attributable to the use of HOME funds;
- M. 24 CFR 92.252 or 92.254, as applicable, concerning affordability provisions of the HUD regulations relating to the HOME Investment Partnerships Program. Repayment of any funds to the City is required if the housing does not meet the affordability requirements for the specified time period;
- N. The following laws and regulations relating to preservation of historic places: the National Historic Preservation Act of 1966 (Public Law 89-665); the Archaeological and Historical Preservation Act of 1974 (Public Law 93-291); and Executive Order 11593;
- O. The Labor Standards Regulations set forth in 24 CFR 92.354;

P. Subrecipient is aware of the requirements of California Labor Code Section 1720, et seq., and 1770 et seq., as well as California Code of Regulations, Title 8, Section 1600 et seq. (“State Prevailing Wage Laws”), which require the payment of prevailing wage rates and the performance of other requirements on “public works” and “maintenance” projects. If the funds are used as part of an applicable “public works” or “maintenance” project, as defined by the Prevailing Wage Laws, and if the total compensation is \$1,000 or more, Subrecipient agrees to fully comply with such State Prevailing Wage Laws. This requirement includes but is not limited to all requirements related to registration with the Department of Industrial Relations to perform public works and ensure that all contractors and subcontractors are registered to perform public works. Additionally, pursuant to Labor Code section 1781, if Civil Code sections 9550 et seq. require delivery of a payment bond, Subrecipient shall ensure that all required payment bonds are obtained. This section does not prohibit Subrecipient from determining that an applicable exception under the Prevailing Wage Laws applies;

Q. The Hatch Act relating to the conduct of political activities (5 U.S.C. §§ 1502, *et. seq.*);

R. The Flood Disaster Protection Act of 1974 (42 U.S.C. § 4106 and the implementing regulations in 44 CFR Parts 59-79);

S. The Rehabilitation Act of 1973 (Public Law 92-112) as amended, including Section 504 which relates to nondiscrimination in federal programs and HUD Regulations set forth in 24 CFR Part 8;

T. The Clean Air Act (42 U.S.C. § 7401, *et seq.*) and the Federal Water Pollution Control Act, as amended (33 U.S.C. § 1251, *et seq.*) and the regulations adopted pursuant thereto (40 CFR 6.100, *et seq.*);

U. The Drug-Free Workplace Act of 1988 (Public Law 100-690);

V. The Lead-Based paint Poisoning Prevention Act, the Residential Lead-Base Paint Hazard Reduction Act of 1992, and implementing regulations at 24 CFR 35.80, *et seq.*;

W. The Subrecipient certifies that in accordance with Section 319 of Public Law 101-121, to the best of his or her knowledge and belief that: 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 any agency, a member of Congress, an officer or employee 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 contract, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative contract. 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 any agency, a member of Congress, or an employee of a member of Congress in connection with this federal contract, grant, loan, or cooperative contract, the undersigned shall complete and submit Standard Form-LLL, “Disclosure Form to Report Lobbying”, in accordance with its instructions.

X. The Subrecipient will adopt an affirmative marketing plan in accordance with 24 CFR 92.351 if the housing being funded contains five or more units; and, AA. The Architectural Barriers Act of 1968 (42 U.S.C. §§ 4151, *et seq.*)

## **Article 5 – Required Insurance**

Subrecipient shall secure and maintain the following coverage:

5.1 Workers' Compensation Insurance. As required by California statutes; and Employer's Liability in the amount of \$1,000,000 each accident or disease;

5.2 Commercial General Liability Insurance. As broad as Insurance Services Office (ISO) CG 00 01 including coverage for Premises and Operations, Contractual Liability, Personal Injury Liability, Products/Completed Operations Liability, Broad-Form Property Damage, Independent Contractor's Liability and Fire Damage Legal Liability, in an amount of not less than One Million Dollars (\$1,000,000.00) per occurrence, \$2,000,000 general aggregate, and \$1,000,000 products and completed operations aggregate, written on an occurrence form; the policy shall include a per project or per location general aggregate endorsement. If a per project/location endorsement is not available, the limit for the general aggregate shall be doubled; and

5.3 Business/Commercial Automobile Liability. Coverage using ISO CA 00 01 (or equivalent), including - as applicable - owned, non-owned and hired autos, in an amount of not less than One Million Dollars (\$1,000,000.00) each accident, written on an occurrence form.

The City Manager, with the consent of City's Human Resources Director, is hereby authorized to modify the requirements set forth above in the event he reasonably determines that a modification, whether an increase or decrease, is in City's best interest. However, the City shall consult with the Subrecipient prior to implementing a modification that may affect the Subrecipient's obligations under this agreement.

5.4 Required Clauses in Policies and Endorsements. Each insurance policy required by this Agreement shall contain the following clauses and be endorsed as follows:

"This insurance shall not be canceled or allowed to lapse without at least ten (10) days' prior written notice given to the City Clerk of the City of Tulare, 411 East Kern Ave, Tulare, CA 93274." If a carrier will not provide the required notice of cancellation, the Subrecipient shall provide written notice to the City of a cancellation no later than five (5) business days before cancellation.

"It is agreed that the insurance is primary, and any insurance or self-insurance maintained by the City of Tulare shall apply in excess of and not contribute with insurance provided by this policy."

Each insurance policy required by this Agreement, excepting policies for workers' compensation/employer's liability, shall contain the following clause and be endorsed as follows:

"The City of Tulare, its officials, agents, employees, representative, and volunteers are added as additional insureds as respects operations and activities of, or on behalf of the named insured, performed under contract with the City of Tulare."

Subrecipient hereby agrees to waive subrogation which any insurer of the Subrecipient may acquire from the Subrecipient by virtue of the payment of any loss. Subrecipient agrees to obtain and deliver to City an endorsement from Subrecipient's general liability, automobile liability, and workers' compensation/employer's liability insurance insurer to effect this waiver of subrogation.

5.5 Property Insurance. Subrecipient shall comply with the insurance requirements of 24 CFR 84.31.

Any available insurance proceeds broader than, or in excess of the specified minimum insurance coverage requirements and/or limits shall be available to the additional insureds. Furthermore, the requirements for coverage and limits shall be (1) the minimum coverage and limits specified; or (2) the broader coverage and maximum limits of coverage of any insurance policy or proceeds available to the named insured; whichever is greater. No representation is made that the minimum insurance requirements are sufficient to cover the obligations of the Subrecipient.

5.6 Required Certificates and Endorsements. Prior to commencement of any Services under this Agreement, the Subrecipient shall deliver to City (i) insurance certificates confirming the existence of the insurance required by this Agreement, and including the applicable clauses referenced above, and (ii) endorsements to the above-required policies, which add to these policies the applicable clauses referenced above. Such endorsements shall be signed by an authorized representative of the insurance company and shall include the signatory's company affiliation and title. Should it be deemed necessary by City, it shall be the Subrecipient's responsibility to see that City receives documentation, acceptable to City, which sustains that the individual signing such endorsements is indeed authorized to do so by the insurance company. Also, City reserves the right at any time to demand, and to receive within a reasonable period, certified copies of any insurance policies required under this Agreement, including endorsements effecting the coverage required by these specifications.

5.7 Remedies for Defaults Re: Insurance. In addition to any other remedies City may have if the Subrecipient fails to provide or maintain any insurance policies or policy endorsements to the extent and within the time herein required, City may, at its sole option:

- Obtain such insurance and deduct and retain the amount of the premium for such insurance from any sums due under the Agreement.
- Order the Subrecipient to stop work under this Agreement and/or withhold any payment(s) which become due to the Subrecipient hereunder until the Subrecipient demonstrates compliance with the requirements hereof; or
- Terminate this Agreement.

Exercise of any of the above remedies, however, is an alternative to other remedies City may have and is not the exclusive remedy for the Subrecipient's failure to maintain insurance or secure appropriate endorsements.

Nothing herein contained shall be construed as limiting in any way the extent to which the Subrecipient may be held responsible for payment of damages to persons or property resulting from the Subrecipient's or its subcontractor's performance of the Services covered under this Agreement.

## **Article 6 – Administrative and Insurance Requirements**

6.1 Subrecipient shall comply with all applicable local, state, and federal laws, regulations, and ordinances when performing the work required by this Contract.

6.2 Termination for Convenience: The City may permit the agreement to be terminated for convenience in accordance with 2 CFR Appendix II to Part 200.

6.3 Automatic Termination: This Contract shall terminate at the discretion of the City if the United States Government terminates the HOME Investment Partnerships Grant Program or terminates the Project, which is the subject of this Contract, upon Subrecipient's satisfactory completion of the objectives set

forth in the Scope of Work as determined by City, or that the City, in its sole and unfettered discretion, determines that United States Government funding of the Project that is the subject of this Contract is insufficient to continue the Project.

**6.4 Termination of Contract For Cause:** In accordance with 2CFR Part 200.339, if Subrecipient fails to fulfill in a timely and proper manner its obligations under this contract to undertake, conduct or perform the Project identified in this Contract, or if Subrecipient violates any state laws or regulations or local ordinances or regulations applicable to implementation of the Project, or if Subrecipient violates any provisions of this contract, City shall have the right to terminate this contract by giving at least ten (10) days' written notice to Subrecipient of the effective date of termination. Even if City terminates the Agreement, Subrecipient shall remain liable to City for all damage sustained by City due to Subrecipient's failure to fulfill any provisions of this Contract, and City may withhold any reimbursement payments from Subrecipient for the purpose of set-off until the exact amount of damages due to City from Subrecipient is determined. Subrecipient hereby expressly waive any and all claims for damages for compensation arising under this contract except as set forth in this section in the event of such termination.

**6.5 Contract Administration:** The Community Development Department of the City of Tulare shall administer this Contract on behalf of the City. The Chief Executive Officer or his designee shall administer this contract on behalf of the Subrecipient. Within a reasonable time after the City makes a request, Subrecipient shall give the City progress reports or other documentation as required by the City's Administrator to audit Subrecipient's performance of this Contract.

**6.6 Records and Reports:** The Subrecipient shall maintain records and make reports as required by the City's Administrator, to enable the City to analyze Subrecipient's project. All records of the Subrecipient related to this Contract or work performed under this Contract shall be open and available for inspection by HUD and/or City auditors during normal business hours.

**6.7 Retention:** The Subrecipient shall retain all financial records, supporting documents, statistical records, and all other records pertinent to the Agreement for a period of five (5) years after the final draw and all reporting, and until the submission of Grantee's annual performance and evaluation report to HUD in which the activities assisted under the Agreement are reported on for the final time. Notwithstanding the above, if there are litigation, claims, audits, negotiations or other actions that involve any of the records cited and that have started before the expiration of the five-year period, then such records must be retained until completion of the actions and resolution of all issues, or the expiration of the five-year period, whichever occurs later.

**6.8 DATA:** The Subrecipient shall maintain data demonstrating eligibility (low-moderate income data) for Tenant Based Rental Assistance applicants and participants. Such data shall include, but not be amount of assistance, eligibility, waiting list, work performed, and a description of service provided. Such information should be made available to City monitors or their designees for review upon request.

**6.9 Disclosure:** The Subrecipient understands that client information collected under this contract is private and the use or disclosure of such information, when not directly connected with the administration of the City's or Subrecipient's responsibilities with respect to services provided under this contract, is prohibited by the state of Federal law privacy laws unless written consent is obtained from such person receiving service and, in the case of a minor, that of a responsible parent/guardian.

6.10 Quarterly and Annual Reporting: Subrecipient shall maintain documents and records, prepare and submit reports, and permit City to monitor Subrecipient's activities in a accordance with the requirements set forth in Exhibit B and applicable laws and regulations. All requirements set forth in such Exhibit B are incorporated herein as if set forth in full in this Agreement.

6.11 Insurance: Without limiting City's right to indemnification, Subrecipient shall secure prior to commencing the performance of any Services under this Agreement, and maintain during the Term of this Agreement, insurance coverage as set forth in Article 5.

6.12 Indemnification: As respects acts, errors or omission in the performance of Services under this Agreement, the Subrecipient agrees to indemnify, defend (at City's option), and hold harmless City, its officers, agents, employees, representatives, and volunteers from and against any and all claims, demands, defense costs, liability, or consequential damages of any kind or nature arising directly out of the Subrecipient's negligent acts, errors or omissions in the performance of Services under the terms of this Agreement, excepting those which arise out of the sole negligence or willful misconduct of the City. As respects all acts or omissions which do not arise directly out of the performance of Services, including but not limited to those acts or omissions normally covered by general and automobile liability insurance, Subrecipient agrees to indemnify, defend (at City's option), and hold harmless City, its officers, agents, employees, representatives, and volunteers from and against any and all claims, demands, defense costs, liability, or consequential damages of any kind or nature arising out of or in connection with Subrecipient's performance or failure to perform, under this Agreement, excepting those which arise out of the sole negligence or willful misconduct of the City.

6.13 Audit Costs: Subrecipient shall reimburse City for all costs incurred to investigate and audit Subrecipient's performance of its duties under the Contract if Subrecipient is subsequently found to have violated the terms of the Contract. Reimbursement shall include all direct and indirect expenditures incurred to conduct the investigation or audit. City may deduct all such costs from any amount due Subrecipient under this Contract.

6.14 Entire Contract: This contract constitutes the entire agreement of the parties and supersedes any previous oral or written understandings or contracts related to the matters covered herein.

6.15 Modification: This contract may not be modified except by written amendment executed by each party.

6.16 Acknowledgement of Funding: Subrecipient shall identify the City of Tulare as the source of funding, or, if applicable, one of the sources of funding in public announcements that are made regarding the project. Acknowledgement of the City's funding role, for example, should be included in publicity materials related to the project. In addition, Subrecipient agrees that the City should be apprised of any special events linked to the project so that a review can be made on what role, if any, the City would assume.

6.17 NO WAIVER: No failure, inaction, neglect or delay by City in exercising any of its rights under this Contract shall operate as a waiver, forfeiture or abandonment of such rights or any other rights under this Contract.

6.18 Conflict of Interest: In the procurement of supplies, equipment, construction, and services by

Subrecipients and their subcontractors, the conflict-of-interest provisions, 2 CFR Part 200, shall apply. In all cases not governed by the provisions of said Super Circular and regulation, 24 CFR 92.356 (b) shall apply.

A. No member of the governing body, officers or employee of the Subrecipient, or its designees or agents, or any other person who exercises any functions or responsibilities with respect to the program assisted by this Agreement during his tenure or for one year thereafter, shall have any direct interest in any contract or subcontract, or the proceeds thereof, for the work to be performed in connection with the program.

B. No employee, officer or agent of the Subrecipient shall participate in the selection, award, or administration of a contract supported by HOME if a conflict-of-interest, either real or apparent, would be involved. No other public official of such locality or locality who exercises any functions or responsibilities with respect to the program during his/her tenure or for one year thereafter, shall have any interest, direct, or indirect, in any contract or subcontract.

C. The Subrecipient shall incorporate, or cause to be incorporated in all third-party agreements, a provision prohibiting such interest pursuant to the purpose of this Section.

D. Subrecipient must maintain written standards of conduct governing the award and administration of contracts. At a minimum, these standards must: Require that no employee, officer, or agent may participate in the selection, award, or administration of a contract supported by Federal funds if a real or apparent conflict would be involved. Such a conflict would arise when any of the following parties has a financial or other interest in the firm selected for an award: The employee, officer, or agent of the Subrecipient; Any member of an employee's office's or agent's immediate family; An employee's, agent's, or officer's partner; and or, any organization which employs or is about to employ any of the above. Require that employees, agents, and officers of the Subrecipient neither solicit nor accept gratuities, favors, or anything of value from subcontractors, or parties of subcontracts. However, Subrecipients may set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value. Provide for disciplinary actions to be applied for any violations of such standards by employees, agents or officers of the Subrecipient.

6.19 Waiver of Enforcement: No waiver by the City of the right to enforce any provision of this Agreement shall be deemed a waiver of the right to enforce each and all the provisions hereof.

6.20 Revisions, Amendments and Approvals: Any changes to this Agreement shall constitute an amendment. The Subrecipient shall not expand, enhance, commingle or add to the scope of the program, covered by the Agreement. Amendments of the terms of this Agreement shall not become effective unless reduced to writing, numbered, agreed to and signed by the City and the duly authorized representative of the Subrecipient.

6.21 Notice: Any notice of notices required or permitted to be given pursuant to this Contract shall be personally served by the party giving notice or shall be served by certified mail, postage prepaid, addressed to:

A. City Clerk's Office, 411 East Kern Ave, Tulare CA 93274



## **EXHIBITS**

**Exhibit A -Scope of Work and Budget Detail**

**Exhibit B – Documentation, Recordkeeping, Reporting and Monitoring**

**Exhibit C – TBRA Program Guidelines**

## EXHIBIT A

### SCOPE OF WORK

**1.1 Scope of Services.** During the entire Term (defined below) of this Agreement, Subrecipient shall administer the City’s HOME-funded Tenant Based Rental Assistance Program (“TBRA Program”), in accordance with this Article 1 (collectively, the “Services”) and the TBRA Program Guidelines attached hereto as Exhibit C. In performing the Services, Subrecipient shall comply with all requirements of the HOME Program, this Agreement, and all applicable federal, state, and local laws and regulations. Subrecipient shall take all reasonable actions necessary to enable the City to fulfill its obligations under the HOME Program related to the TBRA program.

(a) **HOME Matching Contribution.** Subrecipient acknowledges that City will use HOME Funds to pay Administrative, Activity Delivery, and Subsidy Payments and that the HOME Program, including 24 CFR §§ 92.218 through 24 CFR §§ 92.222, requires the City to provide a HOME matching contribution. Except for HOME funds received under this Agreement, Subrecipient shall use its best efforts to use non-federal moneys to fund a portion or all administrative and other activities of the Subrecipient and thereby to satisfy as much of the HOME Matching, Contribution requirement as possible. Subrecipient shall maintain records demonstrating Subrecipient’s compliance in accordance with Exhibit B.

### 1.2 Application Process

(a) **Intake Process.** The Subrecipient shall meet with applicants to verify their qualifications and eligibility for assistance under the TBRA Program, particularly the gross income calculation. Subrecipient shall ensure that all applicants have received, reviewed, and properly completed all required intake documentation as referenced in the program guidelines in Exhibit C.

(b) **Guidance for Eligible Households.** City and Subrecipient staff will ensure applicants are informed of all TBRA Program requirements and assist applicants throughout the application process. Applicants will receive briefings to educate Eligible Household’s responsibilities as a participant in the TBRA Program, and the goals and objectives of the TBRA Program.

### 1.3 Selection of Housing Units.

#### (a) Coordination with Landlords.

(i) **Landlord Guidance.** Subrecipient shall provide guidance to the property owners, property owners’ representatives, or property management companies hired by property owners (each a “Landlord” and collectively referred to as “Landlords”) participating in the TBRA Program regarding the TBRA Program requirements and procedures that impact Landlords

(ii) **IRS Form W-9.** Subrecipient shall require each Landlord to submit a completed IRS Form W-9 Request for Taxpayer Identification Number and Certification.

(iii) **Proof of Ownership.** Subrecipient shall require each Landlord to provide documentation verifying ownership of the assisted unit. Acceptable documentation includes recorded grant deed, property tax statement, or title report.

**1.4 Returning Eligible Households.** As needed, Eligible Households may be allowed to return to the program for rental assistance. A determination to allow re-entry shall be based on the following criteria:

(i) Eligible Households must have left the program in good standing. To be in good standing, Eligible Households must have voluntarily left the program (not in lieu of termination) or have been released because their household income exceeded eligibility limits. In general, Eligible Households will not be allowed to re-enter the program if they are terminated for non-compliance.

(ii) At the discretion of the City, a request for readmission from a prospective Eligible Household previously terminated due to non-compliance may be considered when compelling reasons exist. In such cases, re-admission will require concurrence from the Subrecipient.

(iii) Eligible Households may return so long as the previous rental assistance did not exceed 24 months. Cumulatively, Eligible Households may not receive rental assistance for more than a cumulative period of 24 months unless such assistance is permitted by the HOME Program and approved by the City.

#### **1.5 Additional Requirements.**

(a) **No Fees.** Subrecipient may not charge fees to any Eligible Household for the Services, Subsidy Payments, Self-Sufficiency Program or other services or assistance to be provided to Eligible Households under this Agreement.

**1.6 Schedule of Performance.** The City and Subrecipient shall use its best efforts to perform the Services in accordance with the following schedule:

(a) Subrecipient shall qualify Eligible Households, conduct briefing and issue agreements that include required program information, and upon participant selection of unit, conduct HQS inspections, approve Housing Units, and move Eligible Households into approved Housing Units in accordance with the following milestone schedule:

(i) Subrecipient shall process intake paperwork for and verify eligibility for TBRA Program assistance (“Enroll”) as applications are received and no later than within 10-business days unless staff is out of the office. As additional HOME Funds are contributed to the TBRA Program, Subrecipient shall use diligent efforts to continue to process applications as they are received in accordance with established guidelines.

(ii) Subrecipient shall ensure that a Housing Quality Standards (HQS) inspection of the assisted unit is conducted in a reasonable and expedited manner following the receipt of landlord paperwork of each Eligible Household for rental assistance and request rent reasonableness.

(iii) Subrecipient shall, subject to the availability of suitable units and landlord participation, commence providing Subsidy Payments on behalf of each Eligible Household once it has an approved inspection.

(iv) The Subrecipient’s responsibilities are limited to intake and eligibility determination and do not include control over participants applying for or the identification of available housing units.

(v) Upon approval of an applicant, Subrecipient will send Agreement with income to City for approval and signature.

(vi) Upon approved inspection and approved rent reasonableness, Subrecipient will send the contract, approved inspection and rent reasonableness to City approval for approval.

**1.7 City Oversight and Approval Rights.** City shall have the right, by written notice to Subrecipient at any time during the Term of this Agreement, to require City review and/or pre-approval of any of the Services to be performed by Subrecipient hereunder, including for example income determinations, qualification of applicants as “Eligible Households,” qualification of Housing Units, determination of reasonable rents, etc., to ensure compliance with the TBRA Program, the HOME Program, or other applicable requirements. **Exhibit A - Budget Detail**

### Budget Detail

#### State HOME Program Income

City of Tulare – State HOME Program Income				
Tenant Based Rental Assistance Program - FY 2025-2026				
<b>Invoice Period:</b>	January 1, 2026, through June 30, 2026			
<b>Organization Name:</b>	Housing Authority of the County of Tulare			
<b>Mailing Address:</b>	5140 W. Cypress Ave. Visalia CA 93277			
<b>Preparer Name and Title:</b>	Rosaline Child - Controller			
<b>Phone Number:</b>	559-627-3700 ext. 116	<b>Email:</b>	<a href="mailto:rchild@hatc.net">rchild@hatc.net</a>	
Description	Current Period Expenditures	Year To Date Expenditures	Program Budget	Balance
Staffing - Implementation Expenses				
Activity Delivery Costs - actual hours on eligibility determination and inspection of units	\$ -	\$ -	\$ 1,000.00	\$ 1,000.00
Program Administration Costs - actual hours all applicable staff	\$ -	\$ -	\$ -	\$ -
<b>Total Activity Delivery &amp; Admin:</b>	\$ -	\$ -	\$ 1,000.00	\$ 1,000.00
Housing Assistance Payments				
<b>Funds for TBRA Payments</b>			\$ 80,850.00	
Other Client - (actual rental assistance payments in period)	\$ -	\$ -		\$ -
Other Client - (actual rental assistance payments in period)	\$ -	\$ -		\$ -
Other Client - (actual rental assistance payments in period)	\$ -	\$ -		\$ -
	\$ -	\$ -		\$ -
	\$ -	\$ -		\$ -

<b>Total TBRA Payments:</b>	\$ -	\$ -		\$
<b>TOTAL</b>	\$ -	\$ -	\$ 81,850	\$ 80,850

## Federal 2025 HOME Grant Funds

City of Tulare - Federal HOME Fund Investment Partnerships Program				
Tenant Based Rental Assistance Program - FY 2025-2026 and FY 2026-2027				
<b>Invoice Period:</b>	January 1, 2026, to December 31, 2026			
<b>Organization Name:</b>	Housing Authority of the County of Tulare			
<b>Mailing Address:</b>	5140 W. Cypress Ave. Visalia CA 93277			
<b>Preparer Name and Title:</b>	Rosaline Child - Controller			
<b>Phone Number:</b>	559-627-3700 ext. 116	<b>Email:</b>	<a href="mailto:rchild@hatc.net">rchild@hatc.net</a>	
Description	Current Period Expenditures	Year To Date Expenditures	Program Budget	Balance
Staffing - Implementation Expenses				
Activity Delivery Costs - actual hours on eligibility determination and inspection of units	\$	\$ -	\$ 4,762.00	\$ 4,762.00
Program Administration Costs - actual hours all applicable staff	\$	\$ -	\$ 2,500.00	\$ 2,500.00
<b>Total Activity Delivery &amp; Admin:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 7,262.00</b>	<b>\$ 7,262.00</b>
Housing Assistance Payments				
<b>Funds for TBRA Payments</b>			<b>\$ 95,238.00</b>	
Client - (actual rental assistance payments in period)	\$	\$		\$
Other Client - (actual rental assistance payments in period)	\$	\$		\$
Other Client - (actual rental assistance payments in period)	\$ -	\$ -		\$ -
	\$ -	\$ -		\$ -
<b>Total TBRA Payments:</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ 95,238.00</b>
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 102,500.00</b>	<b>\$ 102,500.00</b>

## EXHIBIT B

### DOCUMENTATION, RECORDKEEPING, REPORTING AND MONITORING REQUIREMENTS

Subrecipient shall comply with the requirements set forth in this Exhibit B at all times during the term of that certain HOME Subrecipient Agreement (Tenant Based Rental Assistance) between City and Subrecipient, to which this Exhibit is attached.

#### 1. Documentation and Recordkeeping.

(a) **Records to be maintained.** Subrecipient shall maintain all records required by the federal regulations specified in 24 CFR 92.508(a)(3), which are pertinent to the Services to be funded under this Agreement. Records shall be maintained for each prospective participant, each Eligible Household and each Housing Unit inspected and/or occupied by an Eligible Household pursuant to the Agreement. Such records shall include but are not limited to:

- (i) Records providing a full description of each activity undertaken.
- (ii) Records required to determine the eligibility of activities for use of

HOME Funds.

(iii) Records (including property inspection reports) demonstrating that Each Housing Unit occupied by an Eligible Household meets the property standards of 24 CFR 92.251(d) and 24 CFR 982.401 upon occupancy and at the time of each annual inspection.

(iv) Records demonstrating compliance with the property standards and financial reviews and actions pursuant to 24 CFR §92.504(d).

(v) Records demonstrating that each Eligible Household is income eligible in accordance with 24 CFR 92.203, including all TBRA applications, eligibility determinations and documentation regarding any appeals of eligibility determinations.

(vi) Records demonstrating that Subrecipient is in compliance with the City's written tenant selection policies and criteria of 24 CFR 92.209(c), including any targeting requirements, the rent reasonableness requirements of 24 CFR 92.209(f), the maximum subsidy provisions of 24 CFR 92.209(h), and calculation of each Subsidy Payment.

(vii) Records demonstrating that each rental agreement for an Eligible Household receiving Subsidy Payments complies with the tenant and participant protections of 24 CFR 92.253.

(viii) Records documenting compliance with Subrecipient's marketing and outreach obligations under the Agreement, including compliance with the fair housing and equal opportunity components of the HOME program and HUD's Affirmative Fair Housing and Marketing regulations and the City's Affirmative Fair Housing Marketing Plan, when adopted.

(x) Records documenting compliance with the lead-based hazards requirements under the Agreement, the HOME Program, and 24 CFR Part 35, subparts A, B, J, K, M and R.

(xi) Financial records as required by 24 CFR §92.508(a)(5) and 24 CFR §84.21-28.

(xii) Records documenting the HOME Matching Contributions made by

Subrecipient pursuant to the Agreement and the HOME Program, specifically including 24 CFR 92.218 through 24 CFR 92.222.

(b) **Retention.** The Subrecipient shall retain all financial records, supporting documents, statistical records, and all other records pertinent to the Agreement for a period of five

(5) years after the period of Subsidy Payments terminates. Notwithstanding the above, if there are litigation matters, claims, audits, negotiations or other actions that involve any of the records cited and that have started before the expiration of the five-year period, then all pertinent records must be retained until completion of the actions and resolution of all issues, or the expiration of the five-year period, whichever occurs later.

(c) **Client Data.** The Subrecipient shall maintain client data demonstrating client eligibility for services provided. Such data shall include, but not be limited to, client name, address, income level or other basis for determining eligibility, and description of service provided. Such information shall be made available to City monitors or their designees for review upon request.

(d) **Disclosure.** The Subrecipient understands that client information collected under this Agreement is private and the use or disclosure of such information, when not directly connected with the administration of the City's or Subrecipient's responsibilities with respect to Services provided under this Agreement, is prohibited unless written consent is obtained from such person receiving service and, in the case of a minor, that of a responsible parent/guardian.

(e) **Close Outs.** The Subrecipient's obligation to the City shall not end until all close-out requirements are completed. Activities during the close-out period shall include, but are not limited to: making final payments, disposing of program assets (including the return of all unused materials, equipment, unspent cash advances, program income balances, and accounts receivable to the City), and determining the custodianship of records. Notwithstanding the foregoing, the terms of this Agreement shall remain in effect during any period that the Subrecipient has control over HOME Funds, including program income.

**2. Audits and Inspections.** All Subrecipient records with respect to any matters covered by this Agreement shall be made available to the City, HUD and the Comptroller General of the United States or any of their authorized representatives, at any time during normal business hours, as often as deemed necessary, to audit, examine, and make excerpts or transcripts of all relevant data. Any deficiencies noted in audit reports must be fully cleared by the Subrecipient within 30 days after receipt by the Subrecipient. Failure of the Subrecipient to comply with the above audit requirements will constitute a violation of this Agreement and may result in the withholding of future payments.

**3. Quarterly Progress Reports.** Subrecipient shall submit quarterly progress reports to the City in a form approved or directed by the City on or before each April 15, July 15, October 15, and January 15, which shall include all of the following information regarding Subrecipient's activities during the prior quarter:

- (a) **Applications:** The number of TBRA applications received, processed, approved and denied with reason.
- (b) **Inspections:** The number of Housing Units inspected under HQS, approved/ disapproved and a description of any corrective work performed by landlords.
- (c) **Households Assisted:** The number of Eligible Households assisted, including specific information regarding the household size and ages, income categories, types and amounts of assistance provided to each Eligible Household, and remaining terms of assistance expected.
- (d) **Financial Reporting:** Budget reconciliation information, showing year-to-date expenditures in a general ledger with remaining balances available for Subsidy Payments in accordance with the Budget and the Agreement.
- (e) **Forecast and Schedule:** Estimated number of additional Eligible Households Subrecipient expects to qualify and assist within the next quarter, and an updated timeline/schedule of activities under the contract.
- (f) **Narrative of Progress:** A brief narrative summary of activities and accomplishments/and challenges during the quarter (e.g. households housed, staffing changes) and progress toward contract or program goals.
- (g) **Complaints and Correspondence:** Information regarding any complaints or public complaints received from Applicants or Eligible Households and any correspondence received from community members or organizations or other nonprofit organizations regarding the TBRA Program or its operations, or individuals involved in the TBRA Program.

#### **4. Performance Monitoring.**

- (a) **Biweekly Meetings.** Subrecipient shall be available to attend meetings with City staff every two weeks to review Subrecipient's activities and progress under this Agreement and to ensure the TBRA Program is progressing smoothly and coordinating effectively and efficiently.
- (b) **City Oversight and Review.** City will monitor the performance of the Subrecipient against the goals and performance standards set forth in this Agreement. From time to time, City shall be entitled to audit and review Subrecipient's performance of the Services in

accordance with the terms of the Agreement and compliance with the HOME Program. Substandard performance as determined by the City will constitute noncompliance with the Agreement. If action to correct such substandard performance is not taken by the Subrecipient within a reasonable period of time after being notified by the City, termination procedures will be initiated in accordance with Section 8.3 of the Agreement.

# CITY OF TULARE

HOME Investment Partnerships Program  
California Department of Housing & Community Development

Serving the Area of  
The City of Tulare

# HOME TENANT-BASED RENTAL ASSISTANCE PROGRAM ("TBRA") PROGRAM GUIDELINES



HCD Voucher Model Version: 04/2024

Approved by CMC HOME HCD **XX-XXXX**  
Approved by City of Tulare 05/2026

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**CITY OF TULARE**  
**HOME TENANT-BASED RENTAL ASSISTANCE (“TBRA”)**  
**PROGRAM GUIDELINES**

**I. INTRODUCTION**

These Program Guidelines have been developed by the City of Tulare based on the Section 8 Housing Assistance Program operated by the U.S. Department of Housing and Urban Development and the Administration Plan for the implantation of the Housing Choice Voucher Program operated by the California Department of Housing and Community Development.

**Overview of TBRA Voucher Program**

This voucher-based TBRA Program features the following requirements:

- Maximum allowable gross rent (unit rent plus applicable utilities allowance) can exceed the Rent Standard in Attachment D, but not if the tenant’s increased share would exceed 40% of their gross monthly income.
- TBRA monthly assistance is calculated based on the Rent Standard less 30% of monthly adjusted income, or gross rent minus household contribution, whichever is less.
- The Total Tenant Payment (“TTP”) is 30% of the household’s adjusted monthly income if Gross Rent equals the Rent Standard, up to 40% of household gross income if the Gross Rent exceeds the Rent Standard, or as low as 10% (\$1 minimum) of household gross income if the Gross Rent is lower than the Rent Standard.
- The term of the TBRA Rental Assistance Contract (Attachment H) must begin on the same date as the term of the lease and ends with the termination of the lease. Tenants assisted in place must receive a renewed lease.
- The unit must be documented for rent reasonableness.
- The unit must pass a Housing Quality Standards (HQS) inspection (Attachment I)
- The Program shall use the HUD Income and TBRA assistance calculator at CPD Income Eligibility Calculator and Income Limits - HUD Exchange, using the Rental Voucher Model calculator.

**Conflict of Interest Requirements**

In accordance with 24 CFR Section 92.356 of the HOME Final Rule, the following will apply:

(a) Conflicts prohibited. No persons described in paragraph (b) of this section who exercises or has exercised any functions or responsibilities with respect to activities assisted with HOME funds or who are in a position to participate in a decision making process or gain inside information with regard to these activities, may obtain a financial interest or benefit from a HOME-assisted activity, or have a financial interest in any contract, subcontract or agreement with respect to the HOME-assisted activity, or the proceeds from such activity, either for themselves or those with whom they have business or immediate family ties, during their tenure or for one year thereafter. Immediate family ties include (whether by blood, marriage or adoption) the spouse, parent (including stepparent), child (including stepchild), brother, sister (including a stepbrother or stepsister), grandparent, grandchild and in-laws of a covered person.

(b) Persons covered. The conflict of interest provisions of paragraph (a) of this section apply to any person who is an employee, agent, consultant, officer, or elected official or appointed official of the participating jurisdiction, State recipient, or subrecipient which are receiving HOME funds.

(c) Exceptions: Threshold requirements. Upon the written request of the participating jurisdiction to HCD, HUD may grant an exception to the provisions of paragraph (a) of this section on a case-by-case basis when it determines that the exception will serve to further the purposes of the HOME Investment Partnerships Program and the effective and efficient administration of the participating jurisdiction's program or project. See 24 CFR 92.356(d)(1-6) for details on the documentation needed in order to submit an exception request to HCD.

### **Participating Agencies**

The City of Tulare TBRA Program will be administered by the Housing Authority of Tulare County (hereinafter referred to as “Program Operator”).

Note: The term “Program Operator” used throughout this document refers to the Program Administrator named above.

### **Fair Housing**

The Fair Housing Lender and Accessibility logos will be placed on all outreach materials. Fair housing marketing actions will be based upon a characteristic analysis comparison (census data may be used) of the Program’s eligible area compared to the ethnicity of the population served by the Program (includes, separately, all applications given out and those receiving assistance) and an explanation of any underserved segments of the population. This information is used to show that protected classes (age, gender, ethnicity, race, and disability) are not being excluded from the Program. Flyers or other outreach materials, in English and any other language that is the primary language of a significant portion of the area residents, will be widely distributed in the Program-eligible area and will be provided to any local social service agencies.

## **II. ELIGIBILITY**

The TBRA Program will be available in areas located within the City of Tulare.

Each household may choose to remain in their eligible unit or may choose to rent any other eligible unit in the service area identified above.

### **Income Qualification Criteria**

Projected gross annual income of the applicant household will be used to determine whether it is above or below the published HCD income limits. Income qualification criteria, as shown in the most recent HCD program-specific guidance at <https://www.hcd.ca.gov/grants-and-funding/income-limits/income-calculation-and-determination-guide>, will be followed to independently determine and certify the household’s gross annual income. Income will be verified by reviewing and analyzing tax returns, copies of wage receipts or paystubs, subsidy checks, bank statements and third-party verification of employment forms sent to employers. All documentation shall be dated within (2) months prior to assistance and kept in the applicant file and held in strict confidence.

A. HOUSEHOLD INCOME DEFINITION:

Household income is the gross annual income of all adult household members that is projected to be received during the coming 12-month period, and will be used to determine TBRA Program eligibility. Refer to Income Inclusions and Exclusions for further guidance to the types of incomes to be included or excluded when calculating gross annual income. For those types of income counted, gross amounts (before any deductions have been taken) are used, and the types of income that are not considered would include income of minors or live-in aides. Certain other household members living apart from the household also require special consideration. The household's projected ability to pay must be used, rather than past earnings, when calculating income.

See Annual Income Inclusions and Exclusions in **ATTACHMENT A**. In addition, the link to HUD's Annual Income and Exclusions chart is: [http://www.hcd.ca.gov/grants-funding/income-limits/income-calculation-and-determination-guide/docs/AppendixB\\_AnnualIncomeInclusionsExclusions.doc](http://www.hcd.ca.gov/grants-funding/income-limits/income-calculation-and-determination-guide/docs/AppendixB_AnnualIncomeInclusionsExclusions.doc)

B. ASSETS:

There is no asset limitation for participation in the TBRA Program. Income from assets is, however, recognized as part of annual income under the Part 5 definition. An asset is a cash or non-cash item that can be converted to cash. The value of necessary items such as furniture, clothing and automobiles are not included. (*Note: it is the income earned – e.g., interest on a savings account – not the asset value, which is counted in annual income.*)

An asset's cash value is the market value less reasonable expenses required to convert the asset to cash, including penalties or fees for converting financial holdings and costs for selling real property. The cash value (rather than the market value) of an item is counted as an asset.

**See attachment B for Asset Inclusions and Exclusions.**

**Eligible Households – Income and Assets**

Most applicants must have household incomes at or below sixty percent (60%) of the applicable County's area median income (AMI), adjusted by household size, as published by HCD each year (see **ATTACHMENT C**). The link to current HOME income limits adjusted by household size is: <https://www.hcd.ca.gov/grants-and-funding/income-limits/state-and-federal-income-rent-and-loan-value-limits>

However, the TBRA Program may provide assistance to up to ten percent (10%) of its assisted households with incomes at or below eighty percent (80%) of County median household income.

“Household” means one or more persons who occupy a housing unit. Subject to the exemptions allowed in the “**Income Determination Guide**”, all persons, including unborn children, and

including non-related individuals, will be considered household members for purposes of determining income eligibility.

All adult applicants must certify that they meet the household income eligibility requirements for the TBRA Program and have their household income documented. The income limits in place at the time the applicant(s) eligibility is certified will apply when determining applicant income eligibility.

Pursuant to 2 CFR section 92.2 and 24 CFR section 5.612, an individual who meets all of the following criteria is not eligible for TBRA assistance:

- (a) Is enrolled as a student at an institution of higher education, as defined under section 102 of the Higher Education Act of 1965 (20 U.S.C. 1002); and
- (b) Is under 24 years of age; and
- (c) Is not a veteran of the United States military; and
- (d) Is unmarried; and
- (e) Does not have a dependent child; and
- (f) Is not a person with disabilities, as such term is defined in section 3(b)(3)(E) of the 1937 Act and was not receiving assistance under section 8 of the 1937 Act as of November 30, 2005; and
- (g) Is not otherwise individually eligible, or has parents who, individually or jointly, are not eligible on the basis of income to receive assistance under section 8 of the 1937 Act.

The Program Operator will review, confirm, and document that the household does not meet these criteria, before entering into a TBRA assistance agreement. All other households meeting the income criteria for the Program may participate.

### **General TBRA Program Design**

The TBRA Program is a rental subsidy program that is designed to assist eligible tenants with the payment of monthly rent and utility costs, security deposits, and utility deposits. TBRA assistance will make up the difference between the amount the household can afford to pay for monthly rent and utilities and the actual cost of the housing occupied by the household. All TBRA assistance will be made in the form of a grant, and will not have to be repaid.

NOTE: Assistance under the TBRA Program will consist of one 12-month term and is subject to renewal if funding is available. The minimum term of assistance will be 12 months unless a shorter term of as few as 6 months is requested by the household. The TBRA Program may be used only within the City of Tulare. It is intended for use by residents and unsheltered residents of the City of Tulare, within Tulare County, and may not be used in any other county. Participants who relocate from Tulare County to another jurisdiction will lose their eligibility for participation in the Program.

Under the TBRA Program, rental assistance payments and any utility and/or security deposit may be made, on a case-by-case basis, directly to the tenant.

### **Rental Security Deposits**

The TBRA Program may approve the payment of a rental security deposit to the landlord for new rentals where the program recipient has less than six months of gross income in their checking/savings accounts, and where the lease between the landlord and tenant is for at least six months. The amount of the security deposit may not exceed the equivalent of two month's rent for the unit. Rental security and utility deposits, if any, are grants and not loans, and shall therefore be returned to the tenant at the end of the rental agreement.

### **Rent (Payment) Standards**

The TBRA Program will make a determination as to the Rent Standards (also known as Payment Standards) based upon HUD's current Fair Market Rents, updated annually and attached hereto as **ATTACHMENT D**. This Rent Standard will serve as the basis of the calculation of TBRA assistance.

### **Utility Allowances**

The TBRA Program has elected to utilize the project-specific utility schedule in which the housing unit is located, when available. If none is available for a given unit, the local Public Housing Authority's Schedule of Utility Allowances will be utilized. The utility allowances for affected tenants will be determined by obtaining a copy of the current utility allowance schedule for the project in which the housing unit is located, or else the published local Public Housing Authority Schedule. Any utilities that are not included in the rent will be factored into the calculation of TBRA assistance, as illustrated in the examples below.

### **Rental Assistance Subsidy Amounts**

The maximum monthly rental subsidy for each household cannot exceed the difference between the rental assistance payment standard by bedroom size and thirty percent (30%) of the household's adjusted monthly income.

Although a participant may choose a rental with a rent higher or lower than the Rent Standard, the participant must contribute a minimum of thirty percent (30%) and may contribute a maximum of forty percent (40%) of monthly gross income toward the monthly gross rent. If the tenant has \$0 gross income, tenant must contribute \$1 monthly toward gross rent (specifically, toward the utility allowance if any, with the Program paying full rent and paying tenant for balance of Utility Allowance). If tenant's share exceeds the utility allowance, tenant's remainder will be paid to the landlord.

### **Examples for Calculating Tenant and Program Payment**

The Smith household has been income certified and is eligible for assistance. Based on their household composition they are eligible for a two-bedroom unit. Their Gross Annual Income is \$22,500 and their Adjusted Gross Annual Income is \$18,300. Thirty percent (30%) of their adjusted Gross Monthly Income is \$458. The current TBRA Payment Standard for a two-bedroom unit is \$775. The current utility allowance is \$100. Since 10% of their Gross Annual Income is less than 30% of their Adjusted Gross Annual Income, the adjusted income is used in these examples.

EXAMPLE 1:

The maximum TBRA subsidy is:  
\$775 Rent Standard  
\$458 (less) 30% of adjusted monthly income  
\$317 Maximum TBRA Subsidy

The Smith's share of the rent is:  
\$800 Approved Rent  
\$317 (less) Max.TBRA Subsidy  
\$483 Smith's Payment (all to Landlord)

In this example the Smiths will pay more than 30% of their adjusted income for housing because they selected a unit that rents for more than the payment standard.

Had the Smiths found a very inexpensive unit, the requirement that the household must pay at least 30% of monthly gross income might apply.

\$500 Approved rent  
\$317 (less) Maximum TBRA Subsidy  
\$183 Calculated Tenant Share

The calculated tenant share is \$183. However, the Smiths must pay the lesser of rent or at least 30% of gross monthly income ( $\$22,500/12 \text{ months} \times 0.30 = \$563$ ). In this case, the Smiths would pay \$500, and the Program would not assist with rent, as there is no gap to fill.

EXAMPLE 2:

**With some applicable utilities not included in rent:**

If there are utilities listed on Attachment E (“Allowances for Tenant-Furnished Utilities and Other Services”) that the tenant must pay that are **not** included in the rent, they are added to the Rent Standard in the equation above, yielding a greater Maximum TBRA Subsidy, as follows:

The maximum TBRA subsidy is:  
\$775 Rent Standard  
\$125 (plus) Utilities not included in rent  
\$900 Net rental allowance  
\$458 (less) 30% of adjusted monthly income  
\$442 Maximum TBRA Subsidy

The Smith's share of the rent is:  
\$800 Approved Rent  
\$125 (plus) Utilities not included  
\$925 Gross rent  
\$442 (less) Max.TBRA Subsidy  
\$483 Smith's Rent + Utility Payment  
(pays \$125 to utility companies and \$358 to Landlord)

**III. APPLYING FOR ADMISSION**

**How to Apply**

Households may apply for assistance by completing and submitting an application package to the Program Operator.

**Completion of an Application**

Upon completion of the application, an interview appointment will be scheduled. The interview appointment may be conducted in person or by telephone.

Applicants are responsible for rescheduling interview appointments when the original appointment is missed. If the Applicant does not reschedule and misses two consecutive interview appointments, the application may be rejected.

- At a minimum, the head of household will be required to attend the interview appointment. All adult household members must sign the Applicant/Tenant Certification Form in order for the application to be considered complete.
- Information provided by the Applicant will be verified including information on household composition, income, assets, allowances and deductions, preference status, full-time student status, and other factors relating to eligibility before being issued a TBRA Eligibility Agreement.
- Third-party verifications shall be obtained by telephone. When telephone requests are unsuccessful, the Program Operator will make adequate effort to ensure the third party is a valid source by documenting and including in the tenant's file the following information: Third-party's name, attempted contact person and contact information; name of the person who attempted the telephone interview; and date and time of the telephone call.

If additional information is needed to determine eligibility, a request will be sent to the Applicant, detailing the necessary additional information, which must be submitted within 10 working days. If no response is received within 10 days, a second request will be sent, allowing an additional 10 days to respond. If no response is received to the second request for additional information, an ineligibility letter will be sent. After the verification process is completed, the Program Operator will make a final determination of eligibility based on verified data.

#### **IV. OCCUPANCY STANDARDS**

All units occupied by households receiving TBRA assistance must meet the Housing Quality Standards found at 24 CFR 982.401 at the time of initial occupancy and throughout assisted tenancy.

##### **Size of Units**

Households meeting the preference criteria may remain in their units and be assisted in place; however, if they elect to select a different unit, the following occupancy standards shall apply.

The occupancy standard for the TBRA Program is two persons per sleeping area. The standards prescribed will apply to the majority of households. However, in some cases the relationship, age, sex, health, or disability of a household member may warrant the assignment of a larger unit. Exceptions for larger units may be granted within the following guidelines:

The occupancy standards for the TBRA Housing Authorization issuance are set up to determine the size of the Authorization to be issued. The criteria and standards prescribed for the determination of unit size will apply to most households. However, in some cases the

relationship, age, sex, health, or handicap of a household member may warrant the assignment of a larger unit. Guidelines for maximum TBRA Housing Authorization includes:

- Persons of different generations, persons of the opposite sex (excluding spouses), and unrelated adults may have separate bedrooms;
- Children of the opposite sex may share a bedroom until one of the children reaches the age of 6;
- Unborn children shall be included in the size of the household;
- Persons with verifiable medical needs or other extenuating circumstances may be provided with a larger unit;
- Foster children are included when determining unit size (but not for household size for income limits evaluation);
- Space will not be provided for a household member who is absent more than 90 consecutive days (e.g., member of the military);
- Households will not be required to use rooms other than bedrooms for sleeping purposes.

The following provides guidance on over-crowding and under-crowding:

<u>Authorization Size</u>	<u>Min. No. Of Persons</u>	<u>Max. No. of Persons</u>
0-BDR.	1	2
1-BDR.	1	3
2-BDR.	2	4
3-BDR.	3	6
4-BDR.	6	8
5-BDR.	8	10
6-BDR.	10	12

**Permanently Absent**

If any adult member of a household leaves the unit for more than ninety (90) days, that adult member will be considered permanently absent from the unit. A remaining adult member of the household must report, in writing within ten (10) days, the change in household composition to the property manager and the Program Operator, who will then remove the absent adult as a household member.

**Visitors**

Any adult not included on the application that is in the unit for 12 consecutive days or more without the landlord’s written approval and Program Operator approval, or a total of 30 days in

a 12-month period, will be considered to be living in the unit as an unauthorized household member.

Absence of evidence of a verifiable address will be considered verification that the visitor is a member of the household.

Statements from neighbors and/or the landlord will be considered in making a determination.

The burden of proof that an individual is a visitor rests on the household. In the absence of such proof, an individual will be considered an unauthorized member of the household and the Program Operator may terminate assistance if prior approval was not requested for the addition.

In a joint physical custody arrangement, if a minor is in the household less than 183 days per year (50% of the year), the minor will be considered to be an eligible visitor and not a household member.

### **Change in Household Composition**

The Program Operator will verify changes in household composition (either reported or unreported). However, the burden of proof that an individual has moved ultimately rests on the household.

### **Change in Ownership**

A change of ownership will be processed upon receipt of evidence of ownership, and a Letter of Authority Transfer, if applicable. Prior to the change of ownership taking effect, any payments made to the previous owner will be the responsibility of the new owner to recover.

### **Participant Relocation**

After an initial lease, household relocation shall be limited to one move in a 12-month period. However, a household may move to a new unit during the first year of a lease only:

- When a mutual agreement between the Landlord and the tenant has been signed; or
- For good cause (the tenant must provide documentation such as police reports, court order, etc.)

In either case, the tenant must provide proper notice (30-day written notice) to the Program Operator and the landlord prior to initiating a move.

## **V. TBRA ELIGIBILITY AGREEMENT ISSUANCE AND BRIEFINGS**

### **Purpose of Briefings**

The purpose of the briefing is to provide new participants with the information found in the TBRA Eligibility Agreement (**ATTACHMENT E**). This will ensure that all Participants are aware of their responsibilities and the ramifications if they fail to comply.

### **Attendance Requirement**

The head of household is required to attend a briefing to receive TBRA assistance. No TBRA Eligibility Agreement will be issued if the head-of-household does not attend a briefing.

Failure of the head-of-household to participate in two scheduled briefings without prior notification and approval may result in the denial of benefits.

**Format**

Briefings can either be in a group or held individually.

The TBRA Housing Authorization packet shall contain the following:

- A general information brochure explaining the basics of the Program for landlord use;
- A current list of interested landlords and the address of their available property (if available);
- A description of Fair Market Rents and TBRA Housing Assistance Payments;
- Procedures for notifying the Program Operator of abuses such as side payments or other overcharges and Housing Quality Standard violations in the unit;
- The HUD brochure A Good Place to Live;
- The HUD brochure on lead-based paint (Protect Your Family From Lead in Your Home) and information about where blood level testing is available;
- Conditions and procedures for notifying the Program Operator of changes which may occur between annual reexaminations;
- Tenant Responsibility form;
- Utility Allowance schedule;
- Instructions on calculating gross rent; and
- Any supplemental material deemed necessary.

The Program Operator will discuss allowable deposits that can be collected by the Landlord; conditions in the lease under which tenancy may be terminated, and conditions under which TBRA Housing Program assistance may be terminated.

**Household Obligations**

While the relationship between the tenant and landlord is the same as in the private housing market, the TBRA Housing Program participants have the following additional obligations:

1. The household must supply any information that is determined to be necessary in the administration of the Program, including submission of required evidence of citizenship or eligible immigration status. The household will indicate whether they've been evicted in the past five years and if so, will provide an explanation as to why they were evicted. The Housing Advisory Committee may reject an applicant if they determine that the household is at high risk for eviction during the term of rental assistance based on prior evictions.
2. The household must supply any information requested by the Program for use in a regularly-scheduled re-examination or interim examination of household income and composition.
3. The household must sign and submit consent forms to obtain information, as applicable.
4. All information supplied by the household must be true and complete.
5. Any guest or household member that causes damage beyond normal wear and tear will be the responsibility of the household. If Housing Quality Standards (HQS) failures are determined to be caused by a tenant or guest, it will be the tenant's responsibility to correct. If the failure is life threatening, the tenant must correct the defect within 24 hours. For other tenant-caused failures / defects the tenant must correct the defect within 30 calendar days (or by a Program-approved extension).
6. The household must allow the Program Operator to inspect the unit for Housing Quality Standards at reasonable times and after reasonable notice (24 hours).
7. The household may not commit any serious or repeated violation of the lease.
8. The household must notify the Landlord and, at the same time, notify the Program Operator no less than 30-days prior to when the household intends to move out of the unit or terminate the lease.
9. The household must give the Program Operator a copy of any Landlord eviction notices within three business days.
10. The household must use the assisted unit for residence by the household. The unit must be the household's only residence.
11. The Program Operator must approve the composition of the household residing in the unit. The household must inform the Program Operator of the birth, adoption, or court-awarded custody of a child within three business days. The household must request

Program Operator approval to add any other household member as an occupant of the unit.

12. The household must notify the Program Operator if any household member no longer resides in the unit within three business days.
13. The household must not sublease or sublet the unit.
14. The household must not assign the lease or transfer the unit.
15. The household must supply any information or certification requested by the Program Operator to verify that the household is living in the unit, at any time.
16. The household must not own or have any interest in the unit.
17. The members of the household must not commit fraud, bribery or any other corrupt or criminal act in connection with the Program.
18. Any members of the household, including guests, may not engage in drug-related criminal activity or violent criminal activity.

#### **Discretion to Deny or Terminate Assistance**

In deciding whether to deny or terminate assistance because of action or failure to act by members of a household, the Program Operator has the discretion to consider all of the circumstances in each case, including the seriousness of the case and the extent of participation or culpability of individual household members. The Program Operator may also review the household's more recent history and record of compliance, and the effects of denial or termination of assistance on other household members who were not involved in the action or failure to act.

The Program Operator may impose, as a condition of continued assistance for other household members, a requirement that household members who participated in or were culpable for the action or failure to act will not reside in the unit. The Program Operator may permit the other members of the household to continue in the TBRA Program.

#### **Term of the TBRA Eligibility Agreement**

A newly issued TBRA Housing Authorization will be valid for a period of 60 days from the date of issuance. A household may request an extension of the 60-day period. A maximum of 60 additional days (approved in 30-day increments) may be approved if:

- Extenuating circumstances (e.g., hospitalization or household emergency) which has affected the household's ability to find a unit within 60 days; or

- The household has evidence that they have made consistent effort to locate a unit and requested assistance from the Program Operator to help locate a unit.

### **Joint Custody of Children**

Children who are subject to a joint custody agreement will be considered members of the household if the applicant has at least 50% legal and physical custody of the minor as evidenced by legal documentation.

### **Alimony and Child Support**

Regular alimony and child support payments are counted as income. If the amount of child support or alimony received is less than the amount awarded by the court, CSPC will use the amount awarded by the court unless the household can verify that they are not receiving the full amount and have tried to collect payments. Efforts to collect payments include filing with courts or appropriate agencies responsible for enforcing such payments.

### **TBRA Housing Authorization Determination for Split Households**

In cases where a household assisted by the TBRA Program becomes divided into two households due to divorce, legal separation, or the division of the household, the Program will review the situation and decide as to who will retain assistance, subject to the following:

- The desires of the parties involved;
- Which party maintains custody of the dependent children;
- To whom the assistance was issued;
- Who remains in the unit;
- Whether domestic violence is involved.

Documentation to support this information will be the responsibility of the requested party. If documentation is not provided, the Program reserves the right to determine who will receive the assistance.

### **Initial, Annual and Interim Examinations**

The Program Operator will perform initial, annual and interim examinations, as required.

### **Annual Re-examinations**

Households will be notified in writing 120 days in advance of the scheduled effective date of the reexamination. The Program Operator will use the same procedures for obtaining and verifying information that were used at admission. The Program Operator will compare the information the household reports against the household's most recent reexamination to identify any discrepancies and ask the household to explain them.

The following procedures will be followed for each reexamination:

- Re-verification of household income and composition;
- Unit inspection;
- Rent reasonableness verified if the landlord is requesting a rent increase;
- The household and Landlord are notified of a tenant contribution increase at least 30 days prior to the effective date.

The head of household, and any additional adult living in the unit must have a current Form HUD-9886, *Authorization for Release of Information/Privacy Act Notice*, on file any time verification of income is to be determined.

Households and Landlords will be notified of the results of the reexamination and effective date of any changes.

**Reporting Changes Between Regularly-Scheduled Recertifications:**

If any of the following changes occur, the Resident agrees to advise management and the Program Operator within ten (10) days:

- Any household member moves out of the unit;
- The household proposes moving a new member into the unit;
- An adult member of the household who was reported as unemployed on the most recent certification (or recertification) obtains employment;
- The household's income cumulatively changes by ten percent (10%) or more a month.

**Interim Examinations**

The household may request an interim reexamination of household income/composition when changes have occurred since the last determination. The Program Operator will conduct a household-requested reexamination within 10 working days of the request.

If the interim reexamination indicates that the tenant rent will be reduced or increased by 10% or more, changes may take effect the first of the month following the determination, allowing for a minimum of 30 days notification to the tenant and landlord. If the increase/decrease is less than 10%, no change will be processed, but the documentation will become part of the tenant file.

**Public Assistance Income Changes**

The Program Operator will not reduce the household share of rent for households whose public assistance is reduced due to:

- Fraud;
- Failure to participate in an economic self-sufficiency program;
- Noncompliance with a work activity requirement.

The prohibition of rent reduction is not applicable if the public assistance is reduced due to the expiration of a lifetime limit on receiving benefits, or the household complied with public assistance program requirements but is unable to obtain employment.

The Program Operator will obtain written verification from the welfare department which indicates that the reduction was due to noncompliance or fraud before denying the request for rent reduction.

The Program Operator will notify the Landlord and household of the results of the reexamination of income.

## **VI. LEASE APPROVAL, LEASE ADDENDUM AND HOME RENTAL ASSISTANCE CONTRACT (HRA CONTRACT) EXECUTION**

### **Ownership Documentation**

Landlords must provide their current address of residence or business. Landlords must submit proof of ownership of the property and a Letter of Transfer of Authority if a management agent manages the property.

Households may not lease properties owned by relatives.

### **Rent Reasonableness**

The Program Operator will decide as to the reasonableness of the rent the Landlord is proposing in relation to comparable units on the private unassisted market. The market area for rent reasonableness comparables shall include the similar areas of the city or county where the proposed rental is located. If proposed rent is determined to not be reasonable, the Program Operator will disapprove of the lease and will not provide assistance until the situation is remedied.

Rent reasonableness determinations are made when units are placed under contract for the first time and when Landlords request annual or special contract rent adjustments. The Program Operator will certify and document in the tenant file that the approved rent:

- Does not exceed rents charged by the Landlord for comparable unassisted units in the private market; and
- Is reasonable in relation to rents charged by other Landlords for comparable units in the private market.

The items used for rent reasonableness documentation include:

- Square footage;
- Number of bedrooms;
- Number of bathrooms;
- Location;
- Unit type;
- Quality;
- Amenities;
- Facilities;
- Date built; and
- Management and maintenance services.

Documentation of the reasonable rent study for each unit leased will be maintained by the Program Operator. Documentation must include a checklist, such as HUD's online at <https://www.hudexchange.info/resource/2098/home-rent-reasonableness-checklist-and-certification/>

The Program Operator will maintain a file(s) that includes comparable data on unassisted units in the private market and will compare the subject unit against selected units in the same area with similar characteristics. Adjustments will be made for favorable and unfavorable differences between the subject unit and the comparables. The information on unassisted units will be updated on an annual basis.

### **Issuance of TBRA Housing Authorization and Requesting Program Approval to Lease a Unit**

When a household is selected for participation in the TBRA Program, the Program Operator will issue a TBRA Housing Authorization to the household. The household may search for a unit within the City of Tulare. When the household finds a unit, and the owner is willing to lease the unit under the Program, the household must request Program Operator approval of the unit.

The household must submit request for lease approval and a copy of the proposed lease. Both documents must be submitted during the term of the TBRA Housing Authorization. The lease submitted for approval must also include the Lease Addendum and Additional Lease Addendum. These Lease Addendums are required under both the Section 8 Housing Assistance Program and the California HOME TBRA Program. The Lease Addendums are attached as “*Attachment G and Attachment H*”.

The lease between a tenant and an owner of rental housing assisted with HOME funds must be for not less than one year, unless by mutual agreement between the tenant and the Landlord.

### **Lease Approval / Disapproval**

After the Program Operator has reviewed the HOME Rental Assistance Program Request for Unit Approval form, the proposed lease agreement, documented rent reasonableness, and conducted an inspection and passed the unit, the Program Operator may approve the lease. If the Program Operator determines that the lease cannot be approved (e.g., fails rent reasonableness), the landlord and household will be notified and the reason(s) provided. The Program Operator will explain the problems to the owner and suggest how they may be corrected. If the problem can be corrected, the Program Operator will continue processing the HOME Rental Assistance Program Request for Unit Approval.

If the problem cannot be corrected after negotiations with the owner, the Program Operator will inform the tenant that the lease is not approved and that the tenant should continue to search for eligible housing.

### **Lease Addendum**

Prior to commencement of the TBRA Program assistance, the Program Operator requires that the Program’s Lease Addendum (**ATTACHMENT F**) and its Additional Lease Addendum (**ATTACHMENT G**) be executed by the landlord and tenant.

### **HOME Rental Assistance Contract (HRA Contract)**

The HRA Contract is a contract between the Program Operator and an owner. In the HRA Contract for the TBRA Program, the owner agrees to lease a specified dwelling unit to a specified eligible household, and the TBRA Program agrees to make monthly housing

assistance payments to the owner for the household. The City of Tulare TBRA Program HRA Contract is based on the HAP Contract used for the Section 8 Housing Assistance Program. A copy of the TBRA Program’s HRA Contract is attached as “**ATTACHMENT H.**” The term of the lease between the owner and the tenant may not expire before the term of the TBRA assistance.

Prior to HRA Contract execution, the Program Operator will ensure:

- That the income information is not more than 120 days old for participants; or not more than 60 days old for new admissions
- That owners provide their current address of residence or business, and proof of ownership of the property;
- That if there is not an existing lease, the landlord offers the tenant a one-year lease per HOME requirements or provide evidence of a rejection of that offer in favor of a shorter lease for at least the HOME assistance term.
- That a Letter of Transfer of Authority is available if a management agent manages the property; and
- That Rent Reasonableness has been verified by the following procedures.

## **VII. HOUSING QUALITY STANDARDS**

### **Policy**

No unit will be placed on the TBRA Program unless Housing Quality Standards (HQS) and applicable local building codes are met, in accordance with 24 CFR 982.401. The units must continue to meet these standards as long as the household is on the TBRA Program. Lead-based paint requirements will apply to all units constructed prior to 1978. The TBRA Program adheres to the acceptability criteria in HUD Section 8 Housing Assistance program regulations for Housing Quality Standards. Current HQS Inspection Forms are attached as “**ATTACHMENT J**”.

All Housing Quality Inspections will be performed by the Program Operator (or its designee). There are four types of inspections:

- Initial
- Annual
- Special
- Move-out: Move-out inspections will be completed within 15 working days when requested by either the tenant or landlord.

### **Clearing Deficiencies**

At initial and annual inspections, the owner will be given not more than 30 days to correct the items noted as “fail”. Extenuating circumstances could, with Program Operator approval, extend the time limit allowed to correct the items. The owner may be allowed two re-inspections for repair work to be completed (at inspector’s discretion) depending upon the complexity of work to be done. If, after the inspections, the unit still fails HQS, the household will be required to find another unit if it wishes to remain on the TBRA Program.

### **Landlord Fails to Correct HQS Items**

If the HOME TBRA contract is terminated due to the Landlord’s failure or refusal to correct the failed items, and the current TBRA Program tenant was required to move to another unit to

continue receiving TBRA Program assistance, the Program Operator will not approve the vacated unit for a new TBRA Program tenant for a minimum of one year, and only upon receiving a written assurance from the Landlord that they will fulfill the requirements of the minimum HQS in the future.

### **Request for Special Unit Inspection**

A landlord/owner, tenant, or the Program Operator may request to have the tenant's unit inspected prior to the re-examination date. The Program Operator or its designee will schedule the inspection within ten (10) working days of the request.

## **VIII. DENIAL OR TERMINATION OF ASSISTANCE**

### **Tenant Fraud**

If the household has knowingly committed fraud in connection with the TBRA Program, the Program Operator may terminate assistance and cancel the HRA contract.

If the household has misrepresented income, assets, or allowances, which would have caused an increase in the tenant portion of the rent, the Program Operator will make every effort to recover any overpayment made as a result of tenant fraud or abuse.

If the household intentionally, willingly, and knowingly commits fraud or is involved in any other illegal scheme with the owner, the Program Operator may deny or terminate assistance.

### **Landlord Fraud**

If a landlord has committed fraud or misrepresentation in connection with the TBRA Program, the Program Operator will terminate the contract and review the circumstances and household's involvement to determine if the household is eligible to relocate to another unit with continuation of assistance.

The Program Operator may bar the landlord from participation in the TBRA Program for breach of the HRA Contract.

The Program Operator will make every effort to recover any overpayments made as a result of landlord fraud or abuse.

### **Lease Violations**

Termination of tenancy or failure to renew leases will only be permitted for the following reasons:

- Tenants have serious or repeated violations of the terms and conditions of the lease.

The following criteria will be used to decide if a serious or repeated violation of the lease will result in termination of assistance:

- If the Landlord terminates tenancy through court action for serious or repeated violation of the lease;

- If the Landlord notifies the household of termination of tenancy for serious or repeated lease violations, and the household moves from the unit prior to the completion of court action;
- If there are police reports, neighborhood complaints or other third-party information, that has been verified by the Program Operator;
- Tenants were part of a transitional housing program and completed their allowable transitional housing period; or
- Other “good cause” exists for termination of the tenancy.

**Dispute Resolution and Appeals Procedure**

Any applicant denied assistance from the Program has the right to appeal. Complaints concerning the Program should be made to the Program Operator first. If unresolved in this manner, the complaint or appeal must be made in writing and filed with the Sponsor. The Sponsor will then schedule a meeting with the Assistance Review Committee. Their written response will be made within thirty (30) working days. If the applicant is not satisfied with the Committee's decision, a request for an appeal may be filed with the Sponsor's governing body. Final appeal must be filed in writing with HCD within one year after denial.

## ATTACHMENT A

### 24 CFR Part 5 ANNUAL INCOME INCLUSIONS AND EXCLUSIONS

#### 24 CFR Part 5 Annual Income Inclusions

##### *§5.609 Annual income.*

(a) Annual income includes, with respect to the family:

(1) All amounts, not specifically excluded in paragraph (b) of this section, received from all sources by each member of the family who is 18 years of age or older or is the head of household or spouse of the head of household, plus unearned income by or on behalf of each dependent who is under 18 years of age, and

(2) When the value of net family assets exceeds \$50,000 (which amount HUD will adjust annually in accordance with the Consumer Price Index for Urban Wage Earners and Clerical Workers) and the actual returns from a given asset cannot be calculated, imputed returns on the asset based on the current passbook savings rate, as determined by HUD.

[88 FR 9657, Feb. 14, 2023]

#### 24 CFR Part 5 Annual Income Exclusions

##### *§5.609 Annual income.*

...

(b) Annual income does not include the following:

(1) Any imputed return on an asset when net family assets total \$50,000 or less (which amount HUD will adjust annually in accordance with the Consumer Price Index for Urban Wage Earners and Clerical Workers) and no actual income from the net family assets can be determined.

(2) The following types of trust distributions:

(i) For an irrevocable trust or a revocable trust outside the control of the family or household excluded from the definition of net family assets under § 5.603(b):

(A) Distributions of the principal or corpus of the trust; and

(B) Distributions of income from the trust when the distributions are used to pay the costs of health and medical care expenses for a minor.

(ii) For a revocable trust under the control of the family or household, any distributions from the trust; except that any actual income earned by the trust, regardless of whether it is distributed, shall be considered income to the family at the time it is received by the trust.

- (3) Earned income of children under 18 years of age.
- (4) Payments received for the care of foster children or foster adults, or State or Tribal kinship or guardianship care payments.
- (5) Insurance payments and settlements for personal or property losses, including but not limited to payments through health insurance, motor vehicle insurance, and workers' compensation.
- (6) Amounts received by the family that are specifically for, or in reimbursement of, the cost of health and medical care expenses for any family member.
- (7) Any amounts recovered in any civil action or settlement based on a claim of malpractice, negligence, or other breach of duty owed to a family member arising out of law, that resulted in a member of the family becoming disabled.
- (8) Income of a live-in aide, foster child, or foster adult as defined in §§ 5.403 and 5.603, respectively.
- (9)
  - (i) Any assistance that section 479B of the Higher Education Act of 1965, as amended (20 U.S.C. 1087uu), requires be excluded from a family's income; and
  - (ii) Student financial assistance for tuition, books, and supplies (including supplies and equipment to support students with learning disabilities or other disabilities), room and board, and other fees required and charged to a student by an institution of higher education (as defined under Section 102 of the Higher Education Act of 1965 (20 U.S.C. 1002)) and, for a student who is not the head of household or spouse, the reasonable and actual costs of housing while attending the institution of higher education and not residing in an assisted unit.
    - (A) Student financial assistance, for purposes of this paragraph (9)(ii), means a grant or scholarship received from—
      - (1) The Federal government;
      - (2) A State, Tribe, or local government;
      - (3) A private foundation registered as a nonprofit under 26 U.S.C. 501(c)(3);
      - (4) A business entity (such as corporation, general partnership, limited liability company, limited partnership, joint venture, business trust, public benefit corporation, or nonprofit entity); or
      - (5) An institution of higher education.

(B) Student financial assistance, for purposes of this paragraph (9)(ii), does not include—

- (1) Any assistance that is excluded pursuant to paragraph (b)(9)(i) of this section;
- (2) Financial support provided to the student in the form of a fee for services performed (*e.g.*, a work study or teaching fellowship that is not excluded pursuant to paragraph (b)(9)(i) of this section);
- (3) Gifts, including gifts from family or friends; or
- (4) Any amount of the scholarship or grant that, either by itself or in combination with assistance excluded under this paragraph or paragraph (b)(9)(i), exceeds the actual covered costs of the student. The actual covered costs of the student are the actual costs of tuition, books and supplies (including supplies and equipment to support students with learning disabilities or other disabilities), room and board, or other fees required and charged to a student by the education institution, and, for a student who is not the head of household or spouse, the reasonable and actual costs of housing while attending the institution of higher education and not residing in an assisted unit. This calculation is described further in paragraph (b)(9)(ii)(E) of this section.

(C) Student financial assistance, for purposes of this paragraph (b)(9)(ii) must be:

- (1) Expressly for tuition, books, room and board, or other fees required and charged to a student by the education institution;
- (2) Expressly to assist a student with the costs of higher education; or
- (3) Expressly to assist a student who is not the head of household or spouse with the reasonable and actual costs of housing while attending the education institution and not residing in an assisted unit.

(D) Student financial assistance, for purposes of this paragraph (b)(9)(ii), may be paid directly to the student or to the educational institution on the student's behalf. Student financial assistance paid to the student must be verified by the responsible entity as student financial assistance consistent with this paragraph (b)(9)(ii).

(E) When the student is also receiving assistance excluded under paragraph (b)(9)(i) of this section, the amount of student financial assistance under this paragraph (b)(9)(ii) is determined as follows:

- (1) If the amount of assistance excluded under paragraph (b)(9)(i) of this section is equal to or exceeds the actual covered costs under paragraph (b)(9)(ii)(B)(4) of this section, none of the assistance described in this paragraph (b)(9)(ii) of this section is considered student financial assistance excluded from income under this paragraph (b)(9)(ii)(E).

(2) If the amount of assistance excluded under paragraph (b)(9)(i) of this section is less than the actual covered costs under paragraph (b)(9)(ii)(B)(4) of this section, the amount of assistance described in paragraph (b)(9)(ii) of this section that is considered student financial assistance excluded under this paragraph is the lower of:

(i) the total amount of student financial assistance received under this paragraph (b)(9)(ii) of this section, or

(ii) the amount by which the actual covered costs under paragraph (b)(9)(ii)(B)(4) of this section exceeds the assistance excluded under paragraph (b)(9)(i) of this section.

(10) Income and distributions from any Coverdell education savings account under section 530 of the Internal Revenue Code of 1986 or any qualified tuition program under section 529 of such Code; and income earned by government contributions to, and distributions from, “baby bond” accounts created, authorized, or funded by Federal, State, or local government.

(11) The special pay to a family member serving in the Armed Forces who is exposed to hostile fire.

(12)

(i) Amounts received by a person with a disability that are disregarded for a limited time for purposes of Supplemental Security Income eligibility and benefits because they are set aside for use under a Plan to Attain Self-Sufficiency (PASS);

(ii) Amounts received by a participant in other publicly assisted programs which are specifically for or in reimbursement of out-of-pocket expenses incurred (*e.g.*, special equipment, clothing, transportation, child care, etc.) and which are made solely to allow participation in a specific program;

(iii) Amounts received under a resident service stipend not to exceed \$200 per month. A resident service stipend is a modest amount received by a resident for performing a service for the PHA or owner, on a part-time basis, that enhances the quality of life in the development.

(iv) Incremental earnings and benefits resulting to any family member from participation in training programs funded by HUD or in qualifying Federal, State, Tribal, or local employment training programs (including training programs not affiliated with a local government) and training of a family member as resident management staff. Amounts excluded by this provision must be received under employment training programs with clearly defined goals and objectives and are excluded only for the period during which the family member participates in the employment training program unless those amounts are excluded under paragraph (b)(9)(i) of this section.

(13) Reparation payments paid by a foreign government pursuant to claims filed under the laws of that government by persons who were persecuted during the Nazi era.

(14) Earned income of dependent full-time students in excess of the amount of the deduction for a dependent in § 5.611.

(15) Adoption assistance payments for a child in excess of the amount of the deduction for a dependent in § 5.611.

(16) Deferred periodic amounts from Supplemental Security Income and Social Security benefits that are received in a lump sum amount or in prospective monthly amounts, or any deferred Department of Veterans Affairs disability benefits that are received in a lump sum amount or in prospective monthly amounts.

(17) Payments related to aid and attendance under 38 U.S.C. 1521 to veterans in need of regular aid and attendance.

(18) Amounts received by the family in the form of refunds or rebates under State or local law for property taxes paid on the dwelling unit.

(19) Payments made by or authorized by a State Medicaid agency (including through a managed care entity) or other State or Federal agency to a family to enable a family member who has a disability to reside in the family's assisted unit. Authorized payments may include payments to a member of the assisted family through the State Medicaid agency (including through a managed care entity) or other State or Federal agency for caregiving services the family member provides to enable a family member who has a disability to reside in the family's assisted unit.

(20) Loan proceeds (the net amount disbursed by a lender to or on behalf of a borrower, under the terms of a loan agreement) received by the family or a third party (*e.g.*, proceeds received by the family from a private loan to enable attendance at an educational institution or to finance the purchase of a car).

(21) Payments received by Tribal members as a result of claims relating to the mismanagement of assets held in trust by the United States, to the extent such payments are also excluded from gross income under the Internal Revenue Code or other Federal law.

(22) Amounts that HUD is required by Federal statute to exclude from consideration as income for purposes of determining eligibility or benefits under a category of assistance programs that includes assistance under any program to which the exclusions set forth in paragraph (b) of this section apply. HUD will publish a notice in the Federal Register to identify the benefits that qualify for this exclusion. Updates will be published when necessary.

(23) Replacement housing “gap” payments made in accordance with 49 CFR part 24 that offset increased out of pocket costs of displaced persons that move from one federally subsidized housing unit to another Federally subsidized housing unit. Such replacement

housing “gap” payments are not excluded from annual income if the increased cost of rent and utilities is subsequently reduced or eliminated, and the displaced person retains or continues to receive the replacement housing “gap” payments.

(24) Nonrecurring income, which is income that will not be repeated in the coming year based on information provided by the family. Income received as an independent contractor, day laborer, or seasonal worker is not excluded from income under this paragraph, even if the source, date, or amount of the income varies. Nonrecurring income includes:

- (i) Payments from the U.S. Census Bureau for employment (relating to decennial census or the American Community Survey) lasting no longer than 180 days and not culminating in permanent employment.
- (ii) Direct Federal or State payments intended for economic stimulus or recovery.
- (iii) Amounts directly received by the family as a result of State refundable tax credits or State tax refunds at the time they are received.
- (iv) Amounts directly received by the family as a result of Federal refundable tax credits and Federal tax refunds at the time they are received.
- (v) Gifts for holidays, birthdays, or other significant life events or milestones (*e.g.*, wedding gifts, baby showers, anniversaries).
- (vi) Non-monetary, in-kind donations, such as food, clothing, or toiletries, received from a food bank or similar organization.
- (vii) Lump-sum additions to net family assets, including but not limited to lottery or other contest winnings.

(25) Civil rights settlements or judgments, including settlements or judgments for back pay.

(26) Income received from any account under a retirement plan recognized as such by the Internal Revenue Service, including individual retirement arrangements (IRAs), employer retirement plans, and retirement plans for self-employed individuals; except that any distribution of periodic payments from such accounts shall be income at the time they are received by the family.

(27) Income earned on amounts placed in a family's Family Self Sufficiency Account.

(28) Gross income a family member receives through self-employment or operation of a business; except that the following shall be considered income to a family member:

- (i) Net income from the operation of a business or profession. Expenditures for business expansion or amortization of capital indebtedness shall not be used as deductions in determining net income. An allowance for depreciation of assets used in a business or

profession may be deducted, based on straight line depreciation, as provided in Internal Revenue Service regulations; and

(ii) Any withdrawal of cash or assets from the operation of a business or profession will be included in income, except to the extent the withdrawal is reimbursement of cash or assets invested in the operation by the family.

[88 FR 9657, Feb. 14, 2023]

## ATTACHMENT B

### Asset Inclusions and Exclusions

#### **ASSET INCLUSIONS:**

##### **From 24 CFR section 5.603:**

###### *Net family assets.*

(1) Net family assets is the net cash value of all assets owned by the family, after deducting reasonable costs that would be incurred in disposing real property, savings, stocks, bonds, and other forms of capital investment.

(2) In determining net family assets, PHAs or owners, as applicable, must include the value of any business or family assets disposed of by an applicant or tenant for less than fair market value (including a disposition in trust, but not in a foreclosure or bankruptcy sale) during the two years preceding the date of application for the program or reexamination, as applicable, in excess of the consideration received therefor. In the case of a disposition as part of a separation or divorce settlement, the disposition will not be considered to be for less than fair market value if the applicant or tenant receives consideration not measurable in dollar terms. Negative equity in real property or other investments does not prohibit the owner from selling the property or other investments, so negative equity alone would not justify excluding the property or other investments from family assets.

[88 FR 9656, Feb. 14, 2023; 88 FR 12560, Feb. 28, 2023]

#### **ASSET EXCLUSIONS:**

##### **From 24 CFR Section 5.603 (continued):**

1. Excluded from the calculation of net family assets are:
  - (i) The value of necessary items of personal property;
  - (ii) The combined value of all non-necessary items of personal property if the combined total value does not exceed \$50,000 (which amount will be adjusted by HUD in accordance with the Consumer Price Index for Urban Wage Earners and Clerical Workers);
  - (iii) The value of any account under a retirement plan recognized as such by the Internal Revenue Service, including individual retirement arrangements (IRAs), employer retirement plans, and retirement plans for self-employed individuals;
  - (iv) The value of real property that the family does not have the effective legal authority to sell in the jurisdiction in which the property is located;

(v) Any amounts recovered in any civil action or settlement based on a claim of malpractice, negligence, or other breach of duty owed to a family member arising out of law, that resulted in a family member being a person with a disability;

(vi) The value of any Coverdell education savings account under section 530 of the Internal Revenue Code of 1986, the value of any qualified tuition program under section 529 of such Code, the value of any Achieving a Better Life Experience (ABLE) account authorized under Section 529A of such Code, and the value of any “baby bond” account created, authorized, or funded by Federal, State, or local government.

(vii) Interests in Indian trust land;

(viii) Equity in a manufactured home where the family receives assistance under 24 CFR part 982;

(ix) Equity in property under the Homeownership Option for which a family receives assistance under 24 CFR part 982;

(x) Family Self-Sufficiency Accounts; and

(xi) Federal tax refunds or refundable tax credits for a period of 12 months after receipt by the family.

2. In cases where a trust fund has been established and the trust is not revocable by, or under the control of, any member of the family or household, the trust fund is not a family asset and the value of the trust is not included in the calculation of net family assets, so long as the fund continues to be held in a trust that is not revocable by, or under the control of, any member of the family or household.

[88 FR 9656, Feb. 14, 2023; 88 FR 12560, Feb. 28, 2023]

**ATTACHMENT C**

**CURRENT INCOME LIMITS FOR TULARE COUNTY**

**As of June 1, 2025**

**Household Size:**

<b>Income Category:</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>
<b>Very-Low 50%</b>	<b>\$32,900</b>	<b>\$37,600</b>	<b>\$42,300</b>	<b>\$46,950</b>	<b>\$50,750</b>	<b>\$54,500</b>	<b>\$58,250</b>	<b>\$62,000</b>
<b>60%</b>	<b>\$39,480</b>	<b>\$45,120</b>	<b>\$50,760</b>	<b>\$56,340</b>	<b>\$60,900</b>	<b>\$65,400</b>	<b>\$69,900</b>	<b>\$74,400</b>
<b>Low-Income 80%</b>	<b>\$52,600</b>	<b>\$60,100</b>	<b>\$67,600</b>	<b>\$75,100</b>	<b>\$81,150</b>	<b>\$87,150</b>	<b>\$93,150</b>	<b>\$99,150</b>

The link to the official, HUD-maintained HOME Income Limits is:  
[https://www.huduser.gov/portal/datasets/il/il2025/select\\_Geography.odn](https://www.huduser.gov/portal/datasets/il/il2025/select_Geography.odn)

**ATTACHMENT D**

**CURRENT RENT STANDARDS FOR CITY OF TULARE TBRA PROGRAM, BASED ON 90% (\*) - 110% (\*\*) OF HUD FMRs BELOW:**  
[https://www.huduser.gov/portal/datasets/fmr/fmrs/FY2026\\_code/2026summary\\_sa.odn](https://www.huduser.gov/portal/datasets/fmr/fmrs/FY2026_code/2026summary_sa.odn)

<u>Efficiency</u> (0-Bedroom)	<u>One-Bedroom</u>	<u>Two-Bedroom</u>	<u>Three-Bedroom</u>	<u>Four-Bedroom</u>
\$1,200**	\$1,210**	\$1,590**	\$2,190**	\$2,580**

**IMPORTANT: Rent Standard represents the maximum approvable gross unit rent (meaning including the applicable Utility Allowance) by Unit Bedrooms**

**FY 2026 HUD FMRs By Unit Bedrooms for Visalia-Porterville MSA**  
[https://www.huduser.gov/portal/datasets/fmr/fmrs/FY2026\\_code/2026summary.odn](https://www.huduser.gov/portal/datasets/fmr/fmrs/FY2026_code/2026summary.odn)

	<u>Efficiency</u>	<u>One-Bedroom</u>	<u>Two-Bedroom</u>	<u>Three-Bedroom</u>	<u>Four-Bedroom</u>
<b>Final FY 2026 HUD FMR</b>	\$1,116	\$1,123	\$1,474	\$2,028	\$2,393

**Note:** The FMRs for unit sizes larger than four bedrooms are calculated by adding 15 percent to the four-bedroom FMR for each extra bedroom. For example, the FMR for a five-bedroom unit is 1.15 times the four-bedroom FMR, and the FMR for a six-bedroom unit is 1.30 times the four-bedroom FMR.

HOME Rent Limits - HUD Exchange



ATTACHMENT E



HOME TBRA Eligibility Agreement

TENANT NAME:	Unit Size:	Issued On:
Number of Household Members:		

1. HOME TBRA Rental Assistance Program

This Agreement by the City of Tulare and the Tenant identified above who is eligible to participate in the HOME TBRA Rental Assistance Program (Program) operated by Housing Authority of Tulare. Under the Program, the City of Tulare makes monthly payments to the Landlord on behalf of the eligible Tenant pursuant to a separate agreement between the City of Tulare and the landlord (HOME TBRA Contract) with HOME funds received from HCD pursuant to the Standard Agreement.

By executing this Agreement, the City of Tulare fully expects to have HOME funds available to provide financial assistance to the Tenant. The City of Tulare is under no obligation to the Tenant or the Landlord or any other party until the City of Tulare has approved the unit and a lease addendum has been entered into between the Landlord and the Tenant.

The City of Tulare will work with the Landlord and the Tenant to execute all of the necessary documents as follows:

- The Landlord and the Tenant must sign a Lease Addendum and an Additional Lease Addendum regarding domestic violence tenant protections (Attachments F and G).
- The Landlord and the City of Tulare must sign a HOME Rental Assistance Contract (Attachment H).
- Once all necessary documents have been signed, payments to the Landlord can be processed.

2. Tenant and Program Share of the Rent

A. The portion of the rent payable by the Tenant to the Landlord ("Tenant's Share") is calculated based upon the Tenant's ability to pay. The Tenant must provide the Program Operator with information about income, assets and other household circumstances that affect the amount the Tenant will be required to pay. The Tenant's Share may change as a result of changes in income or other household circumstances. The Tenant is also responsible for payment of all utilities not included in the rent.

B. Each month, the TBRA Program will make a rental subsidy payment to the Landlord on behalf of the Tenant. The monthly payment will be equal to the difference

between the approved rent the Landlord is charging and the Tenant's Share of the rent;  
or

- C. If applicable, each month, the TBRA Program will make the full rent payment to the Landlord and a partial payment for Utilities to the tenant, as determined using the local public housing authority's (PHA's) current utility allowance schedule.

### **3. Rental Security Deposits**

- A. The TBRA Program may approve the payment of a rental security deposit to the landlord for new rentals where the program recipient has less than six months of gross income in their checking/savings accounts, and where the lease between the landlord and tenant is for at least six months. The amount of the security deposit may not exceed the equivalent of two months' rent for the unit. Rental security and utility deposits, if any, are grants and not loans, and shall therefore be returned to the tenant at the end of the rental agreement.

### **4. Requirements for Participating Tenants**

The Household must:

- supply true and complete information about the household's income, assets, and other household circumstances that affect eligibility and the amount of the Tenant's Share, and cooperate fully with initial, annual and interim re-examinations;
- sign and submit consent forms for obtaining information, as applicable;
- allow the Program Operator or its designee to inspect the unit at acceptable times, after giving reasonable notice (24 hours);
- use the dwelling unit as the household's principal place of residence and solely as a residence for the household;
- notify the Program Operator and property manager when there is a change in household composition;
- not sublease or sublet the unit;
- not own or have any interest in the unit;
- not commit any serious or repeated violation of the Lease;
- not commit fraud, bribery or any other corrupt or criminal act in connection with the HOME Rental Assistance Program;
- not engage in drug-related criminal activity or violent criminal activity;
- notify the owner and the Program Operator no less than 30-days prior to when the household intends to move out of the unit or terminate the assistance;
- notify the Program Operator of abuses such as side payments or other overcharges and Section 8 Housing Quality Standards (see **ATTACHMENT I**) violations in the unit; and
- provide the Program Operator with a copy of any owner eviction notice within three (3) business days;

### **5. Period of Rental Assistance**

Assistance under the HOME TBRA Program is not guaranteed. The assistance is currently anticipated to be available for a period of two (2) years.

Assistance may be terminated if:

- the household’s monthly cost of housing does not exceed 30% of the household’s adjusted income;
- at any re-examination, the Tenant's income is greater than the published income limit for the program;
- the Tenant is evicted from the assisted unit, for other good cause;
- the Tenant provides false information or commits any fraud in connection with the TBRA program, or fails to cooperate with required re-examinations;  
or
- funding for the TBRA Rental Assistance Program is terminated or becomes otherwise unavailable.

The Program Operator will give the Tenant at least 30 days’ notice of termination of assistance.

**6. Location of Rental Assistance**

An applicant may choose to remain in their current unit, or may choose to rent an eligible unit within the service area identified in the Eligibility section on page 5.

**7. Equal Housing Opportunity**

If a Tenant has reason to believe that he/she has been discriminated against on the basis of age, race, color, creed, religion, sex, sexual orientation, gender identity, religion, disability, national origin, or familial status, the Tenant may file a complaint with HUD. HUD has set up a "hot line" to answer questions and take complaints about Fair Housing and Equal Opportunity. The toll-free number is (800) 669-9777.

<b>The City of Tulare</b>	
Print Name:	Signature:
Date:	Telephone:
<b>ELIGIBLE TENANT:</b>	
Print Name:	Signature:
Date:	Telephone:



**ATTACHMENT F**



**LEASE ADDENDUM**

TENANT NAME	LANDLORD NAME	UNIT NO. & ADDRESS

This Lease Addendum (“Addendum”) adds the following paragraphs to the Lease between the Tenant and Landlord referred to above.

- A. Purpose of the Addendum.** The Tenant Lease for the above-referenced unit is being amended to include the provisions of this Addendum because the Tenant has been approved to receive rental assistance under the City of Tulare’s HOME Tenant-Based Rental Assistance Program operated by the Program Operator. Under the HOME Rental Assistance Program, the City of Tulare will make monthly payments to the Landlord on behalf of the Tenant pursuant to the HOME TBRA Contract (Attachment H).
- B. Conflict with Other Provisions of the Lease.** In case of any conflict between the provisions of this Addendum and other sections of the Lease, the provisions of this Addendum shall prevail.
- C. Terms of the Lease.** The tenant lease shall continue until: (1) the Lease is terminated by the Landlord in accordance with applicable state and local Tenant/Landlord laws; or (2) the Lease is terminated by the Tenant in accordance with the Lease or by mutual agreement during the term of the Lease.
- D. Rental Assistance Payment.** Each month the City of Tulare will make a rental assistance payment to the Landlord on behalf of the Tenant. This payment shall be credited by the Landlord toward the monthly rent payable by the Tenant. The balance of the monthly rent shall be paid by the Tenant.
- E. Utilities and Appliances.** The utilities and appliances listed in Column 1 are provided by the Landlord and included in the rent. The utilities and appliances listed in Column 2 below are not included in the rent and are paid separately by the Tenant.

UTILITY/APPLIANCE	Included in Rent	Tenant-Paid
Garbage Collection		
Water/Sewer		
Heating Fuel (specify)		
Lights, electric		

Cooking Fuel (specify)		
Other (specify)		
Refrigerator		
Stove/Range		

- F. Household Members.** Household members authorized to live in this unit are listed below. The Tenant may not permit other persons to join the Household without notifying the City of Tulare and obtaining the Landlord's permission. Household members:
- - 
  - 
  - 
  -
- G. Housing Quality Standards.** The Landlord shall maintain the dwelling unit, common areas, equipment, facilities and appliances in decent, safe, and sanitary condition (as determined by Section 8 Housing Quality Standards).
- H. Termination of Tenancy.** The Landlord may evict the Tenant following applicable state and local laws. The landlord must provide the Tenant with at least 30 days' written notice of the termination. The Landlord must notify the City of Tulare in writing when eviction proceedings have begun. This may be done by providing the City of Tulare with a copy of the required notice to the Tenant.
- I. Prohibited Lease Provision.** Any provision of the Lease which falls within the classifications below shall not apply and not be enforced by the Landlord.
- (1) *Confession of Judgment.* Consent by the Tenant to be sued, to admit guilt, or to a judgment in favor of the Landlord in a lawsuit brought in connection with the Lease.
  - (2) *Treatment of Property.* Agreement by the Tenant that the Landlord may take or hold the Tenant's property, or may sell such property without notice to the Tenant and a court decision on the rights of the parties.
  - (3) *Excusing the Landlord from Responsibility.* Agreement by the Tenant not to hold the Landlord or Landlord's agent legally responsible for any action or failure to act, whether intentional or negligent.
  - (4) *Waiver of Legal Notice.* Agreement by the Tenant that the Landlord may institute a lawsuit without notice to the Tenant.
  - (5) *Waiver of Court Proceedings for Eviction.* Agreement by the Tenant that the Landlord may evict the Tenant Household (i) without instituting a civil court proceedings in which the Household has the opportunity to present a defense, or (ii) before a decision by the court on the rights of the parties.
  - (6) *Waiver of Jury Trial.* Authorization to the Landlord to waive the Tenant's right to a trial by jury.
  - (7) *Waiver of Right to Appeal Court Decision.* Authorization to the Landlord to waive the Tenant's right to appeal a court decision or waive the Tenant's right to sue to prevent a judgment from being put into effect.

(8) *Tenant Chargeable with Cost of Legal Actions Regardless of Outcome of the Lawsuit.* Agreement by the Tenant to pay lawyer's fees or other legal costs whenever the Landlord decides to sue, whether or not the Tenant wins.

**J. Nondiscrimination.** The Landlord shall not discriminate against the Tenant in the provision of services, or in any other manner, on the grounds of age, race, color, creed, religion, sex, sexual orientation, gender identity disability, national origin, or familial status.

TENANT SIGNATURES	LANDLORD SIGNATURES
By:  (Type or Print Name of Tenant Representative)	LANDLORD NAME:  (Type or Print Name)
(Signature/Date)	(Signature/Date)
By:  (Type or Print Name of Tenant Representative)	By:  (Type or Print Name of Landlord Representative)
(Signature/Date)	(Signature/Date)



ATTACHMENT G



ADDITIONAL LEASE ADDENDUM  
**VIOLENCE AGAINST WOMEN AND JUSTICE DEPARTMENT REAUTHORIZATION ACT OF 2005**

TENANT NAME	LANDLORD NAME	UNIT NO. & ADDRESS

This lease addendum adds the following paragraphs to the Lease between the above-referenced Tenant and Landlord.

**Purpose of the Addendum**

The lease for the above referenced unit is being amended to include the provisions of the Violence Against Women and Justice Department Reauthorization Act of 2005 (VAWA).

**Conflicts with Other Provisions of the Lease**

In case of any conflict between the provisions of this Addendum and other sections of the Lease, the provisions of this Addendum shall prevail.

**Term of the Lease Addendum**

The effective date of this Lease Addendum is \_\_\_\_\_. This Lease Addendum shall continue to be in effect until the Lease is terminated.

**VAWA Protections**

1. The Landlord may not consider incidents of domestic violence, dating violence or stalking as serious or repeated violations of the lease or other “good cause” for termination of assistance, tenancy or occupancy rights of the victim of abuse.
2. The Landlord may not consider criminal activity directly relating to abuse, engaged in by a member of a tenant’s household or any guest or other person under the tenant’s control, cause for termination of assistance, tenancy, or occupancy rights if the tenant or an immediate member of the tenant’s household is the victim or threatened victim of that abuse.
3. The Landlord may request in writing that the victim, or a household member on the victim’s behalf, certify that the individual is a victim of abuse and that the Certification of Domestic Violence, Dating Violence or Stalking, Form HUD-91066, or other documentation as noted on the certification form, be completed and submitted within 14 business days, or an agreed upon extension date, to receive protection under the VAWA. Failure to provide the certification or other supporting documentation within the specified timeframe may result in eviction.

\_\_\_\_\_  
Tenant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Landlord

\_\_\_\_\_  
Date



ATTACHMENT H



HOME TENANT-BASED RENTAL ASSISTANCE (TBRA) CONTRACT

LANDLORD NAME & ADDRESS	UNIT NO. & ADDRESS	TENANT NAME(S)
_____	_____	_____
_____	_____	_____
Telephone No. (____)____-____	_____	_____

This HOME TBRA Contract ("Contract") is entered into between the City of Tulare and the Landlord identified above. This Contract applies only to the Tenant household and the dwelling unit identified above.

1. TERM OF THE CONTRACT

The term of this Contract shall begin on<sup>1</sup>\_\_\_\_\_ and end no later than \_\_\_\_\_.<sup>2</sup> The Contract automatically terminates on the last day of the term of the Lease.

2. RENT AND AMOUNTS PAYABLE BY TENANT AND THE City of Tulare

- A. *Initial Rent.* The initial total monthly rent payable to the Landlord for the 12 months of this Contract is \$\_\_\_\_\_.
- B. *Rent Adjustments.* With no less than 60 days' notice to the Tenant and the **City of Tulare**, the owner may propose a reasonable adjustment to be effective no earlier than 60 days from the date of notice. The proposed rent may be rejected by either the Tenant or the **City of Tulare**. The Tenant may reject the proposed rent by providing the Landlord with 30 days' written notice of intent to vacate. If the **City of Tulare** rejects the proposed rent, the **City of Tulare** must give both the Tenant and the Landlord 30 days' notice of intent to terminate the HOME TBRA Contract.
- C. *Tenant Share of the Rent.* Initially, and until such time as both the Landlord and the Tenant are notified by the **City of Tulare**, the Tenant's share of the rent shall be \$\_\_\_\_\_.
- D. *The City of Tulare's Share of the Rent.* Initially, and until such time as both the Landlord and Tenant are notified by the **City of Tulare**, the **City of Tulare's** share of the rent shall be \$\_\_\_\_\_. Neither the **City of Tulare** nor HUD assumes any obligation for the Tenant's rent, or for payment of any claim by the Landlord against the Tenant. **The City of Tulare's**

<sup>1</sup> Insert the date assistance starts.

<sup>2</sup> The maximum allowable length of a HOME TBRA contract is twenty-four (24) months.

obligation is limited to making rental payments on behalf of the Tenant in accordance with this Contract.

- E. *Payment Conditions.* The right of the owner to receive payments under this Contract shall be subject to compliance with all of the provisions of the Contract. The Landlord shall be paid under this Contract on or about the first day of the month for which the payment is due. The Landlord agrees that the endorsement on the check shall be conclusive evidence that the Landlord received the full amount due for the month, and shall be a certification that:
1. the Contract unit is in decent, safe and sanitary condition, and that the Landlord is providing the services, maintenance and utilities agreed to in the Lease.
  2. the Contract unit is leased to and occupied by the Tenant named above in this Contract.
  3. the Landlord has not received and will not receive any payments as rent for the Contract unit other than those identified in this Contract.
  4. to the best of the Landlord's knowledge, the unit is used solely as the Tenant's principal place of residence.
- F. *Overpayments.* If the **City of Tulare** determines that the Landlord is not entitled to any payments received, in addition to other remedies, the **City of Tulare** may deduct the amount of the overpayment from any amounts due the Landlord, including the amounts due under any other HOME TBRA Contract.

### 3. **Rental Security Deposits**

- B. The TBRA Program may approve the payment of a rental security deposit to the landlord for new rentals where the program recipient has less than six months of gross income in their checking/savings accounts, and where the lease between the landlord and tenant is for at least six months. The amount of the security deposit may not exceed the equivalent of two month's rent for the unit. Rental security and utility deposits, if any, are grants and not loans, and shall therefore be returned to the tenant at the end of the rental agreement.
- C. **The City of Tulare** shall pay a total of \$ \_\_\_\_\_ toward Deposit Assistance to Landlord or to Utility Company: \_\_\_\_\_ (List who will be paid here).

### 4. **HOUSING QUALITY STANDARDS AND LANDLORD-PROVIDED SERVICES**

- A. The Landlord agrees to maintain and operate the Contract unit and related facilities to provide decent, safe and sanitary housing in accordance with 24 CFR Section 982.401, including all of the services, maintenance and utilities agreed to in the Lease.
- B. The **City of Tulare** and **HCD** shall have the right to inspect the Contract unit and related facilities at least annually, and at such other times as may be necessary to assure that the unit is in decent, safe, and sanitary condition, and that required maintenance, services and utilities are provided.
- C. If the **City of Tulare** determines that the Landlord is not meeting these obligations, the **City of Tulare** shall have the right, even if the Tenant continues in occupancy, to terminate payment of the **City of Tulare's** share of the rent and/or terminate the Contract.

## 5. TERMINATION OF TENANCY

The Landlord may evict the Tenant following applicable state and local laws. The Landlord must give the Tenant at least 30 days' written notice of the termination and notify **the Program Operator** in writing when eviction proceedings are begun. This may be done by providing **the Program Operator** with a copy of the required notice to the tenant.

## 6. FAIR HOUSING REQUIREMENTS

- A. *Nondiscrimination.* The Landlord shall not, in the provision of services or in any other manner, discriminate against any person on the grounds of age, race, color, creed, religion, sex, sexual orientation, gender identity, disability, national origin, or familial status. The obligation of the Landlord to comply with Fair Housing Requirements insures to the benefit of the United States of America, the Department of Housing and Urban Development, and the **City of Tulare**, any of which shall be entitled to involve any of the remedies available by law to redress any breach or to compel compliance by the Landlord.
- B. *Cooperation in Quality Opportunity Compliance Reviews.* The Landlord shall comply with **the City of Tulare** and with **The California Department of Housing and Community Development (HCD)** in conducting compliance reviews and complaint investigations pursuant to all applicable civil rights statutes, Executive Orders and all related rules and regulations.

## 7. CITY OF TULARE AND HCD/HUD ACCESS TO LANDLORD RECORDS

- A. The Landlord shall provide any information pertinent to this Contract which the **City of Tulare, HCD** or **HUD** may reasonably require.
- B. The Landlord shall permit the **City of Tulare, HCD** or **HUD**, or any of their authorized representatives, to have access to the premises and, for the purposes of audit and examination, to have access to any books, documents, papers, and records of the Landlord to the extent necessary to determine compliance with this Contract.

## 8. RIGHTS OF THE CITY OF TULARE IF LANDLORD BREACHES THE CONTRACT

- A. Any of the following shall constitute a breach of the Contract:
- (1) If the Landlord has violated any obligation under this Contract; or
  - (2) If the Landlord has demonstrated any intention to violate any obligation under this Contract; or
  - (3) If the Landlord has committed any fraud or made any false statement in connection with the Contract, or has committed fraud or made any false statement in connection with any Federal housing assistance program.
- B. The **City of Tulare** right and remedies under the Contract include recovery of overpayments, termination or reduction of payments, and termination of the Contract. If the **City of Tulare** determines that a breach has occurred, the **City of Tulare** may exercise any of its rights or remedies under the Contract. The **City of Tulare** shall notify the Landlord in writing of such determination, including a brief statement of the reasons for the determination. The notice by

the **City of Tulare** to the landlord may require the Landlord to take corrective action by a time prescribed in the notice.

- C. Any remedies employed by the **City of Tulare** in accordance with this Contract shall be effective as provided in a written notice by the **City of Tulare** to the Landlord. The **City of Tulare** exercise or non-exercise of any remedy shall not constitute a waiver of the right to exercise that or any other right or remedy at any time.

## **9. THE CITY OF TULARE'S RELATION TO THIRD PARTIES**

- A. The **City of Tulare** does not assume any responsibility for, or liability to, any person injured as a result of the Landlord's action or failure to act in connection with the implementation of this Contract, or as a result of any other action or failure to act by the Landlord.
- B. The Landlord is not the agent of the **City of Tulare** and this Contract does not create or affect any relationship between the **City of Tulare** and any lender to the Landlord, or any suppliers, employees, contractors or subcontractors used by the Landlord in connection with this Contract.
- C. Nothing in this Contract shall be construed as creating any right of the Tenant or a third party (other than HCD and HUD) to enforce any provision of this Contract or to assess any claim against HUD, HCD, the **City of Tulare** or the Landlord under this Contract.

## **10. CONFLICT OF INTEREST PROVISIONS**

No employee of the **City of Tulare**, Name of Program Operator, or HCD who formulates policy or influences decisions with respect to the Rental Assistance Program, and no public official or member of a governing body or state of local legislator who exercise his functions or responsibilities with respect to the program shall have any direct or indirect interest during this person's tenure, or for one year thereafter, in this contract or in any proceeds or benefits arising from the Contract or to any benefits which may arise from it.

## **11. TRANSFER OF THE CONTRACT**

The Landlord shall not transfer in any form this Contract without the prior written consent of the **City of Tulare**. The **City of Tulare** shall give its consent to a transfer if the transferee agrees in writing (in a form acceptable to the **City of Tulare**) to comply with all terms and conditions of this Contract.

## **12. ENTIRE AGREEMENT: INTERPRETATION**

- A. This Contract contains the entire agreement between the Landlord and the **City of Tulare**. No changes in this Contract shall be made except in writing signed by both the Landlord and the **City of Tulare**.
- B. The Contract shall be interpreted and implemented in accordance with HUD requirements.



## ATTACHMENT I

### 24 CFR § 982.401 Housing Quality Standards (HQS)

#### (a) *Performance and acceptability requirements.*

(1) This section states the housing quality standards (HQS) for housing assisted in the programs.

(2)

(i) The HQS consist of:

(A) Performance requirements; and

(B) Acceptability criteria or HUD approved variations in the acceptability criteria.

(ii) This section states performance and acceptability criteria for these key aspects of housing quality:

(A) Sanitary facilities;

(B) Food preparation and refuse disposal;

(C) Space and security;

(D) Thermal environment;

(E) Illumination and electricity;

(F) Structure and materials;

(G) Interior air quality;

(H) Water supply;

(I) Lead-based paint;

(J) Access;

(K) Site and neighborhood;

(L) Sanitary condition; and

(M) Smoke detectors.

(3) All program housing must meet the HQS performance requirements both at commencement of assisted occupancy, and throughout the assisted tenancy.

(4)

(i) In addition to meeting HQS performance requirements, the housing must meet the acceptability criteria stated in this section, unless variations are approved by HUD.

(ii) HUD may approve acceptability criteria variations for the following purposes:

(A) Variations which apply standards in local housing codes or other codes adopted by the PHA; or

(B) Variations because of local climatic or geographic conditions.

(iii) Acceptability criteria variations may only be approved by HUD pursuant to paragraph (a)(4)(ii) of this section if such variations either:

(A) Meet or exceed the performance requirements; or

(B) Significantly expand affordable housing opportunities for families assisted under the program.

(iv) HUD will not approve any acceptability criteria variation if HUD believes that such variation is likely to adversely affect the health or safety of participant families, or severely restrict housing choice.

#### (b) *Sanitary facilities—*

(1) *Performance requirements.* The dwelling unit must include sanitary facilities located in the unit. The sanitary facilities must be in proper operating condition, and adequate for

personal cleanliness and the disposal of human waste. The sanitary facilities must be usable in privacy.

**(2) Acceptability criteria.**

- (i) The bathroom must be located in a separate private room and have a flush toilet in proper operating condition.
- (ii) The dwelling unit must have a fixed basin in proper operating condition, with a sink trap and hot and cold running water.
- (iii) The dwelling unit must have a shower or a tub in proper operating condition with hot and cold running water.
- (iv) The facilities must utilize an approvable public or private disposal system (including a locally approvable septic system).

**(c) Food preparation and refuse disposal—**

**(1) Performance requirement.**

- (i) The dwelling unit must have suitable space and equipment to store, prepare, and serve foods in a sanitary manner.
- (ii) There must be adequate facilities and services for the sanitary disposal of food wastes and refuse, including facilities for temporary storage where necessary (e.g., garbage cans).

**(2) Acceptability criteria.**

- (i) The dwelling unit must have an oven, and a stove or range, and a refrigerator of appropriate size for the family. All of the equipment must be in proper operating condition. The equipment may be supplied by either the owner or the family. A microwave oven may be substituted for a tenant-supplied oven and stove or range. A microwave oven may be substituted for an owner-supplied oven and stove or range if the tenant agrees and microwave ovens are furnished instead of an oven and stove or range to both subsidized and unsubsidized tenants in the building or premises.
- (ii) The dwelling unit must have a kitchen sink in proper operating condition, with a sink trap and hot and cold running water. The sink must drain into an approvable public or private system.
- (iii) The dwelling unit must have space for the storage, preparation, and serving of food.
- (iv) There must be facilities and services for the sanitary disposal of food waste and refuse, including temporary storage facilities where necessary (e.g., garbage cans).

**(d) Space and security—**

- (1) **Performance requirement.** The dwelling unit must provide adequate space and security for the family.

**(2) Acceptability criteria.**

- (i) At a minimum, the dwelling unit must have a living room, a kitchen area, and a bathroom.
- (ii) The dwelling unit must have at least one bedroom or living/sleeping room for each two persons. Children of opposite sex, other than very young children, may not be required to occupy the same bedroom or living/sleeping room.
- (iii) Dwelling unit windows that are accessible from the outside, such as basement, first floor, and fire escape windows, must be lockable (such as window units with sash pins or sash locks, and combination windows with latches). Windows that are nailed shut are acceptable only if these windows are not needed for ventilation or as an alternate exit in case of fire.
- (iv) The exterior doors of the dwelling unit must be lockable. Exterior doors are doors by which someone can enter or exit the dwelling unit.

**(e) Thermal environment—**

**(1) Performance requirement.** The dwelling unit must have and be capable of maintaining a thermal environment healthy for the human body.

**(2) Acceptability criteria.**

**(i)** There must be a safe system for heating the dwelling unit (and a safe cooling system, where present). The system must be in proper operating condition. The system must be able to provide adequate heat (and cooling, if applicable), either directly or indirectly, to each room, in order to assure a healthy living environment appropriate to the climate.

**(ii)** The dwelling unit must not contain unvented room heaters that burn gas, oil, or kerosene. Electric heaters are acceptable.

**(f) Illumination and electricity—**

**(1) Performance requirement.** Each room must have adequate natural or artificial illumination to permit normal indoor activities and to support the health and safety of occupants. The dwelling unit must have sufficient electrical sources so occupants can use essential electrical appliances. The electrical fixtures and wiring must ensure safety from fire.

**(2) Acceptability criteria.**

**(i)** There must be at least one window in the living room and in each sleeping room.

**(ii)** The kitchen area and the bathroom must have a permanent ceiling or wall light fixture in proper operating condition. The kitchen area must also have at least one electrical outlet in proper operating condition.

**(iii)** The living room and each bedroom must have at least two electrical outlets in proper operating condition. Permanent overhead or wall-mounted light fixtures may count as one of the required electrical outlets.

**(g) Structure and materials—**

**(1) Performance requirement.** The dwelling unit must be structurally sound. The structure must not present any threat to the health and safety of the occupants and must protect the occupants from the environment.

**(2) Acceptability criteria.**

**(i)** Ceilings, walls, and floors must not have any serious defects such as severe bulging or leaning, large holes, loose surface materials, severe buckling, missing parts, or other serious damage.

**(ii)** The roof must be structurally sound and weathertight.

**(iii)** The exterior wall structure and surface must not have any serious defects such as serious leaning, buckling, sagging, large holes, or defects that may result in air infiltration or vermin infestation.

**(iv)** The condition and equipment of interior and exterior stairs, halls, porches, walkways, etc., must not present a danger of tripping and falling. For example, broken or missing steps or loose boards are unacceptable.

**(v)** Elevators must be working and safe.

**(h) Interior air quality—**

**(1) Performance requirement.** The dwelling unit must be free of pollutants in the air at levels that threaten the health of the occupants.

**(2) Acceptability criteria.**

**(i)** The dwelling unit must be free from dangerous levels of air pollution from carbon monoxide, sewer gas, fuel gas, dust, and other harmful pollutants.

**(ii)** There must be adequate air circulation in the dwelling unit.

**(iii)** Bathroom areas must have one openable window or other adequate exhaust ventilation.

(iv) Any room used for sleeping must have at least one window. If the window is designed to be openable, the window must work.

**(i) Water supply—**

(1) **Performance requirement.** The water supply must be free from contamination.

(2) **Acceptability criteria.** The dwelling unit must be served by an approvable public or private water supply that is sanitary and free from contamination.

(j) **Lead-based paint performance requirement.** The Lead-Based Paint Poisoning Prevention Act ([42 U.S.C. 4821-4846](#)), the Residential Lead-Based Paint Hazard Reduction Act of 1992 ([42 U.S.C. 4851-4856](#)), and implementing regulations at part [35](#), subparts A, B, M, and R of this title apply to units assisted under this part.

(k) **Access performance requirement.** The dwelling unit must be able to be used and maintained without unauthorized use of other private properties. The building must provide an alternate means of exit in case of fire (such as fire stairs or egress through windows).

**(l) Site and Neighborhood—**

(1) **Performance requirement.** The site and neighborhood must be reasonably free from disturbing noises and reverberations and other dangers to the health, safety, and general welfare of the occupants.

(2) **Acceptability criteria.** The site and neighborhood may not be subject to serious adverse environmental conditions, natural or manmade, such as dangerous walks or steps; instability; flooding, poor drainage, septic tank back-ups or sewage hazards; mudslides; abnormal air pollution, smoke or dust; excessive noise, vibration or vehicular traffic; excessive accumulations of trash; vermin or rodent infestation; or fire hazards.

**(m) Sanitary condition—**

(1) **Performance requirement.** The dwelling unit and its equipment must be in sanitary condition.

(2) **Acceptability criteria.** The dwelling unit and its equipment must be free of vermin and rodent infestation.

**(n) Smoke detectors performance requirement—**

(1) Except as provided in paragraph (n)(2) of this section, each dwelling unit must have at least one battery-operated or hard-wired smoke detector, in proper operating condition, on each level of the dwelling unit, including basements but excepting crawl spaces and unfinished attics. Smoke detectors must be installed in accordance with and meet the requirements of the National Fire Protection Association Standard (NFPA) 74 (or its successor standards). If the dwelling unit is occupied by any hearing-impaired person, - smoke detectors must have an alarm system, designed for hearing-impaired persons as specified in NFPA 74 (or successor standards).

(2) For units assisted prior to April 24, 1993, owners who installed battery-operated or hard-wired smoke detectors prior to April 24, 1993 in compliance with HUD's smoke detector requirements, including the regulations published on July 30, 1992, (57 FR 33846), will not be required subsequently to comply with any additional requirements mandated by NFPA 74 (i.e., the owner would not be required to install a smoke detector in a basement not used for living purposes, nor would the owner be required to change the location of the smoke detectors that have already been installed on the other floors of the unit).

## ATTACHMENT J

### HOUSING QUALITY STANDARDS (HQS) INSPECTION FORMS

The TBRA Program will use the following HQS Inspection Form, which may be printed and attached below:

**<http://portal.hud.gov/hudportal/documents/huddoc?id=52580.pdf>**



## ATTACHMENT K



### **HOME Tenant-Based Rental Assistance (TBRA) Program Tenant Selection Plan**

The Tenant Selection Plan and Outreach Strategy is part of the City of Tulare's HOME Tenant-Based Rental Assistance (TBRA) Program administered by Housing Authority of Tulare County.

#### **TBRA Policies Affecting Marketing and Tenant Selection**

##### **Target Population**

HOME TBRA will be targeted to individuals and their household members with income at or below 60% of the Area Median Income (AMI) at the time the TBRA rental assistance is provided to the participant.

##### **Program Eligibility Requirements**

This program is designed for households whose monthly rent and utility costs exceed 30% of their adjusted household income. Prior to occupancy, an applicant must qualify under all HOME eligibility criteria.

##### **Income Limits are established by HUD and adjusted annually**

The household's annual income may not exceed the applicable HOME income limit for the household size. Current income limits can be viewed at <http://www.hcd.ca.gov/grants-funding/income-limits/state-and-federal-income-limits.shtml>. To be eligible for TBRA rental assistance, the applicant's household gross annual income must be at or below 80% of the area median household income (AMI) adjusted for household size. However, at least 90% of households served under this Program must be at or below 60% AMI.

##### **Preferences**

Preferences affect only the order of applicants on the wait list. They do not make anyone eligible who was not otherwise eligible, and they do not change the Name of State Recipient's screening criteria. Preference shall be given to applicants who live or work within the City of Tulare.

##### **Applying the Preferences**

At the time of application, the applicant household certifies whether or not it is eligible for a preference. All information supplied in support of the applicant's eligibility for a preference must be verified. This information will be verified at the time of application.

##### **Wait List**

For placement on the City of Tulare's wait list, applicants must complete an application and relevant consent forms. Placement on the wait list does not constitute acceptance. Further eligibility acceptance and screening is required prior to approval of assistance. Applicants will be placed on the wait list in chronological order by the date the complete application is received.

The City of Tulare will maintain one wait list. All applications will be date and time stamped when they are received.

Applicants under the age of 18 will be processed only if they are emancipated in accordance with State law or if State law requires housing be made available to minors.

If an applicant claims a preference, it will be noted on the wait list. The preference will be verified when the applicant is being processed for assistance. Applicants who apply and do not meet the preference criteria will be informed that they will be assisted on a first-come, first-served basis after all preferences have been assisted.

Applicants claiming a preference which cannot be verified will be considered a non-preference applicant, and reflected as such on the wait list.

**Announcement and Marketing**

Public announcement will be made per the Affirmative Fair Housing Marketing Plan.

**Application Process**

Application packets can be obtained from the Housing Authority of Tulare County. Application packets can be mailed or emailed to anyone interested in receiving one. Detailed instructions will be included with the application packet on how to deliver the completed application.

Applications will be accepted by mail to the Housing Authority of Tulare County, the City of Tulare, or in person from the office where they were obtained. Funding will be available on or after Meetings with applicants will take place at a pre-arranged location convenient to the applicant.

**Rejecting Ineligible or Unqualified Applicants**

Each rejected applicant will be promptly notified in writing of the reason(s) for rejection. This notice will advise the applicant that he/she may within fourteen (14) calendar days of the date of the notice, request in writing a meeting by telephone to discuss the reasons for rejection.

Should the applicant request a meeting to discuss the rejection, it will be conducted by the City of Tulare. The applicant will be advised in writing of the results of this meeting within five (5) business days.

**Process for Opening and Closing the Wait List**

**Opening the Wait List:**

A classified ad will be placed in the local newspaper. Advertisements will include how, where and when to apply and will conform to the advertising and outreach activities described in the Affirmative Fair Housing Marketing Plan.

**Closing the Wait List:**

The wait list will be closed when the available Program funds have been fully committed. At that time, the City of Tulare will no longer accept additional applications.

**Occupancy Standards**

Occupancy standards are based on the following:

<u>Bedroom Size</u>	<u>Number of Persons</u>	
	<u>Minimum</u>	<u>Maximum</u>
One Bedroom	1	2
Two Bedroom	2	4
Three Bedroom	3	6
Four Bedroom	4	8

In addition, household composition is taken into account and unit size is also based on the following:

- a) Will count all full-time members of the household;
- b) Will count all persons under the age of 18 anticipated to reside in a unit (**Examples** include children expected to be born to pregnant women, children who are in the process of being adopted by an adult, children whose custody is being obtained by an adult, children who are subject to a joint custody agreement but who live in the apartment at least 50% of the time, foster children who will reside in the apartment, children who are temporarily absent due to placement in a foster home);
- c) Will count live-in attendants; and
- d) Will count children who are away at school, but live with the household during school recesses.

**Participant Relocation**

A recipient household may move to a new unit during the lease term only:

- When a mutual agreement between the City of Tulare and the recipient has been signed; or
- For good cause (the recipient must provide documentation such as police reports, court orders, etc.); and
- Within the Program service area as described on the cover page of these Program Guidelines

In either case, the recipient must provide proper notice (30-day written notice) to the City of Tulare and the Property Manager prior to initiating a move.

**Unit Inspections**

Unit(s) will be inspected within 30 days prior to the first assistance payment, and then annually by the Program Operator. However, HCD is authorized to inspect the unit(s) at any time. Residents will be notified in writing 48 hours in advance of unit inspections.

Annual inspections are performed by the Program Operator to determine whether the unit continues to meet minimum HQS standards and to ensure the units are safe, clean and free of damages.

**Annual Recertification**

Recertification is the process by which all information, income, assets and certain expenses regarding the applicant(s) eligibility for TBRA assistance is reviewed and the amount of that assistance is re-computed. The City of Tulare shall provide reminder notices to residents informing them of their responsibility to provide information about changes in household income or composition that are necessary to properly complete an annual recertification. The notification shall be in writing and shall include a list of information that residents are required to bring with them to their recertification interview. This list shall include documentation needed to support the recipients’ household income as well as documentation to support any deductions they may be eligible to receive.

All recipient households are subject to annual recertification. The City of Tulare shall annually recertify all tenants that receive TBRA assistance. This is not an option but a requirement to receive assistance.

The annual recertification process begins 120 days prior to the recipient household's effective assistance/move-in date. Recipients will interview with the City of Tulare or its designee to determine continued eligibility on the project. Information reported in the interview will be verified by sending out third-party verification forms. The recertification process is a time-sensitive process. Timely completion includes the issuance of the required 30-day notice of a rent change.

The annual recertification must be completed by the 10<sup>th</sup> day of the eleventh month following the recipients' last annual recertification or assistance/move-in certification.

### **Interim Recertification**

To ensure that recipients pay rents commensurate with their ability to pay, recipients must supply information requested by the City of Tulare for use in an interim recertification of household income and composition in accordance with HOME TBRA requirements.

1. Recipients must notify management when:
  - a. A household member moves out of the unit;
  - b. The household proposes to move a new member into the unit;
  - c. The household's income cumulatively increases by ten percent (10%) or more per month.
  - d. An adult member of the household who becomes unemployed or employed.
2. Recipients may request an interim recertification if circumstances occur since the last recertification that may affect their TBRA assistance payment. Changes a recipient may report include the following:
  - a. Decreases in income including, but not limited to, loss of employment, reduction in number of hours worked by an employed household member, and loss or reduction of welfare income;
  - b. Increases in allowances including, but not limited to, increased medical expenses, and higher child care costs; and
  - c. Other changes affecting the calculation of a household's annual or adjusted income including, but not limited to, a household member turning 62 years old, becoming a full-time student, or becoming a person with a disability.

If the City of Tulare learns that a recipient household has failed to report a change in income or household composition, the following steps will be taken:

- a. Refer the recipient to the lease and/or TBRA Eligibility Agreement clauses that require the interim recertification;
- b. Give the recipient ten (10) calendar days to respond to the notice; and
- c. Inform the recipient that his or her assistance may change.

Once the recipient household responds to the notice and supplies the required information, or if a recipient household reports a change and initiates an interim recertification, the City of Tulare will process the recertification and will implement changes as follows:

- a. TBRA Assistance Increases (tenant share decreases): the City of Tulare will implement any resulting TBRA assistance increase effective the first of the month following the date that the change/action occurred.
- b. TBRA Assistance Decreases (tenant share increases): Any resulting TBRA assistance decrease will be implemented effective the first day of the month following a 30-day notice.

**If the recipient household fails to respond within ten (10) calendar days, the City of Tulare may terminate assistance with a written 30-day notice.**

**Violence Against Women Act (VAWA)**

Domestic Violence includes felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse, by a person similarly situated to a spouse of the victim under domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.

Dating Violence means violence committed by a person:

- A) who is or has been in a social relationship of a romantic or intimate nature with the victim; and
- B) where the existence of such a relationship shall be determined based on a consideration of the following factors:
  - (i) the length of the relationship;
  - (ii) the type of relationship; and
  - (iii) the frequency of interaction between the persons involved in the relationship.

Stalking means:

- A) (i) to follow, pursue, or repeatedly commit acts with the intent to kill, injure, harass or intimidate; or (ii) to place under surveillance with the intent to kill, injure, or intimidate another person; and
- B) in the course of, or as a result of, such following, pursuit, surveillance or repeatedly committed acts to place a person in reasonable fear of the death of, or serious bodily injury to, or to cause substantial emotional harm to (i) that person; (ii) a member of the immediate family of that person; or (iii) the spouse or intimate partner of that person.

Immediate Family Member means, with respect to a person:

- A) a spouse, parent, brother or sister, or child of the person, or an individual to whom that person stands in loco parentis (in place of a parent); or
- B) any other person living in the household of that person and related to that person by blood or marriage.

The VAWA protections apply to families applying for or receiving rental assistance payments under the HOME TBRA Program. An applicant cannot be denied admission because he/she has been a victim of domestic violence, dating violence or stalking. Domestic violence, dating violence or stalking is not good cause for the eviction of the victim of that violence. An incident of actual or threatened domestic violence, dating violence, or stalking does not qualify as a serious or repeated violation of the lease nor does it constitute good cause for terminating the assistance, tenancy or occupancy rights of the victim. Furthermore, criminal activity directly relating to domestic violence, dating violence or stalking is not grounds for terminating the victim's tenancy. The Lease Addendum must contain language that makes it clear that domestic violence, dating violence or stalking is not good cause for evicting the victim of that violence. Applicants who are or have been victims of domestic violence or stalking or encouraged to complete the HUD approved Certification of Domestic Violence, Dating Violence or Stalking (Form HUD-91066). The Program Operator will allow the landlord to bifurcate or divide the lease as a matter of law so that certain offending tenants can be evicted or removed while the remaining household member's lease and occupancy rights are allowed to remain intact.

**Eligibility Agreement**

The City of Tulare will issue an Eligibility Agreement to the recipient which will allow the recipient to remain in their unit and/or locate an acceptable unit, when a recipient's current unit is not eligible, based on its condition or lack of rent reasonableness.

**Special Accommodations and Compliance with Section 504 Requirements**

The City of Tulare is committed to providing all persons with equal access to its services, activities, education, and employment regardless of race, color, sex, sexual orientation, ethnic origin, gender identity, religion, disability, or age of any member of an applicant household. For a reasonable accommodation, please contact the City of Tulare.

**MANAGEMENT PLAN**  
**VISALIA, LINNELL, WOODVILLE, TERRA BELLA AND TULARE**

**HOUSING AUTHORITY OF THE COUNTY OF TULARE**

**APIRL 8, 2026**

## **MANAGEMENT PLAN**

### **VISALIA, LINNELL, WOODVILLE, TERRA BELLA AND TULARE FARM LABOR**

**1. THE ROLE AND RESPONSIBILITY OF THE OWNER AND RELATIONSHIP AND DELEGATIONS OF AUTHORITY TO MANAGEMENT AGENT:**

These farm-labor complexes, funded by the United States Department of Agriculture (USDA), Rural Development, are owned and managed by the Housing Authority of the County of Tulare. The Owner provides direct management of the project; therefore, no third-party management agent is utilized. The functions typically assigned to a management agent are performed by the Housing Authority Staff. Ultimate authority and responsibility rests with the Executive Director, who reports to the Housing Authority's Board of Commissioners. The Executive Director delegates operational oversight to the Deputy Executive Director of Housing Management, who will supervise the Area Manager responsible for the day-to-day operations, site management and staff supervision.

- a) Identity of Interest: There is no identity of interest between the Owner and any external management agent, as the Housing Authority directly manages the property. All management functions are carried out by employees of the Housing Authority. Any potential conflicts of interest are governed by Housing Authority procurement policies and USDA Rural Development regulations under 7 CFR Part 3560.
- b) The supervisory structure is as follows: The Board of Commissioners provides governance oversight. The Executive Director is accountable to the Board and holds ultimate responsibility for project operations. The Deputy Executive Director of Housing Management reports to the Executive Director and oversees property operations. Area Managers report to the Deputy Executive Director and are responsible for the daily operations of assigned sites, including leasing, compliance, maintenance oversight, and staff supervision. Site-level staff (eligibility clerks, maintenance personnel) report to

the Area Manager. The Area Manager is the primary position responsible for day-to-day operations and is accountable to the Deputy Executive Director.

- c) Area Managers and the Deputy Executive Director must consult with the Executive Director prior to taking action on the following: Lease terminations and evictions beyond standard non-payment cases; mMajor policy deviations or exceptions to established procedures; Capital expenditures or non-routine repairs exceeding established approval thresholds; Legal matters, claims, or incidents involving liability exposure; Requests for reasonable accommodations that may require structural modifications or significant cost; and/or Any action that may materially affect project compliance with USDA regulations.
- d) The Area Manager serves as the primary point of contact within the Owner's organization for all operational matters related to property management agent.
- e) Decision-Making Authority of Key Contact: Area Manager is authorized to: Interpret and enforce policies and procedures; approve routine operational decisions and expenditures within delegated authority limits; oversee compliance with USDA Rural Development requirements; Supervise and evaluate Eligibility Clerks and Maintenance Personnel; review and approve tenant eligibility and occupancy decisions, as needed; and Coordinate with the Deputy Executive Director – Housing Management and Executive Director on higher-level or non-routine matters.
- f) Owner directly manages the property
- g) As the Owner and management entity are the same organization, there is no external pro rata division of operating expenses between separate entities.

## **2. PERSONNEL POLICY AND STAFFING ARRANGEMENTS:**

- a) All hiring practices are conducted in accordance with Equal Employment (EEO) requirements, the American with Disabilities Act (ADA), and all applicable federal and state employment laws. The Housing Authority maintains written personnel policies that prohibit discrimination based on race, color, national origin, religion, sex, familial status, disability, age or any other protected class. Recruitment efforts

are conducted to ensure equal access to employment opportunities and reasonable accommodations are provided throughout the hiring process. All positions are filled based on qualifications, experience and the ability to perform essential job functions.

**b) Staffing Plan:** The project is staffed to ensure effective day-to-day operations, regulatory compliance and maintenance of the physical asset. Staffing includes: Area Manager(s) – Responsible for day-to-day operations at assigned sites; Eligibility Clerk – Responsible for applicant processing, certifications, and rent functions; Maintenance Person III – Lead maintenance and systems oversight; and Maintenance Person II – General maintenance and upkeep. In some cases a Journey person may be staff at a site, acting which acts as the lead maintenance person. In addition, centralized support is provided by Housing Authority staff for: accounting and financial management, procurement and contract administration, compliance monitoring and auditing, legal services, or information technology systems as determined by the Executive Director/Deputy Executive Director or Board of Commissioners. This structure ensures adequate coverage without reliance on on-site residency by staff.

**c) Lines of Authority, Responsibility and Accountability:**

**a. Specific site staff duties are as follows:**

i. Area Manager – Supervision, Duties, and Authority. The Area Manager operates under the general supervision of the Executive Director and Deputy Executive Director and is responsible for the day-to-day management of the property. The Area Manager may exercise limited discretion in situations not addressed by established policies but must comply with all Housing Authority procedures and obtain approval for actions outside established guidelines. The Deputy Executive Director conducts periodic site inspections.

1. The Area Manager is responsible for:

- a. Overall administration of the rental program and occupancy.
- b. Supervision of staff and assignment of work priorities.

- c. Maintenance oversight of buildings, equipment, and grounds.
  - d. Ensuring compliance with USDA regulations and Housing Authority policies.
  - e. Monitoring property condition and reporting deficiencies.
  - f. Conducting inspections (move-in, annual, and special).
  - g. Overseeing tenant selection in accordance with the Tenant Selection Plan.
  - h. Enforcing lease provisions, including notices and evictions.
  - i. Supporting resident relations and staff performance management.
  - j. The Area Manager may delegate tasks to staff with approval; however, ultimate responsibility remains with the Area Manager.
- ii. Maintenance Worker II/III /Journey person ~~and Maintenance Staff~~  
 The Maintenance ~~Worker III/Journey person~~ staff reports to the Area Manager and ~~is~~ are responsible for maintaining the physical condition of the property, including electrical, plumbing, mechanical systems, and unit repairs.

Duties include:

- a. Performing maintenance and repairs on units and common areas.
- ~~b. Supervising maintenance, custodial, and grounds staff.~~
- ~~e.b.~~ Inspecting buildings and grounds to ensure proper upkeep.
- ~~e.c.~~ Identifying preventive maintenance needs.

~~d. Assisting with work planning and prioritization, including in the absence of the Area Manager~~

Maintenance Worker II / Grounds Staff are responsible for general upkeep, cleaning of common areas, and routine repairs. All issues are reported to the Area Manager or Maintenance Worker III.

~~e. Supervising maintenance, custodial, and grounds staff and assisting with work planning and prioritization, including in the absence of the Area Manager responsibility fall on the Maintenance III or Journey Person.~~

iii. Eligibility Clerk II/III - under the supervision of the Area Manager, the Eligibility Clerk is responsible for:

- a. Processing applications and determining eligibility.
- b. Verifying income/assets and calculating rent in accordance with USDA requirements at move-in and annually.
- c. Maintaining applicant and tenant files.
- d. Managing the waiting list.
- e. Collecting rent, issuing receipts, and preparing deposits.
- f. Preparing required reports for management review.

**d) Training and Promotion Opportunities**

The Housing Authority management staff coordinates training and promotes housing-management-career advancement. It offers training to equip housing managers for the management of multifamily developments. Experienced housing managers, as well as Eligibility Clerks, will be required to attend courses to learn all aspects of dealing with people and counseling residents. USDA-approved training is required for both. In addition, Maintenance staff and clerks will generally receive training on the job with supervision from both the area manager and central-office personnel. Training will be assigned and provided to

staff as it relates to their duties. Progress will be monitored and evaluations performed during the probationary period and until such time as the site staff can perform all duties as required.

3. **PLANS AND PROCEDURES FOR MARKETING UNITS, ACHIEVING AND MAINTAINING FULL OCCUPANCY AND MEETING AFFIRMATIVE FAIR-HOUSING-MARKETING-PLAN REQUIREMENTS**

**a) Marketing:** The units will be advertised pursuant to the USDA approved Affirmative Fair Housing Marketing Plan (AFHMP). The AFHMP will include marketing efforts that will be used to reach ~~low-income and minority~~ persons who are least likely to apply. Approved AFHMP will be made available at each rental office.

**b) Occupancy:** Eligibility Clerk will pre-qualify families for each possible unit size so that when tenant give notice or unannounced vacancies occur, the next family on the list will be ready to move in with the lease possible delay. Compliance with the marketing plan will assure an adequate number of applicants fill vacancies. Area Manager will monitor vacancy trends and adjust outreach efforts accordingly as described in the Affirmative Fair Housing Marketing Plan. Efforts will be evaluations and expanded if needed to mainstream marketing efforts.

a)-

**b) Occupancy:** Area Managers Eligibility Clerk will pre-qualify families for each possible

~~unit size so that when tenants give notice or unannounced vacancies occur, the next family on the list will be ready to move in with the least possible delay. Compliance with the marketing plan will assure an adequate number of applicants to fill vacancies. Area Manager will monitor vacancy trends and adjust outreach efforts accordingly as described in Affirmative Fair Housing Marketing Plan. Efforts will be evaluated and expanded if needed to mainstream marketing efforts.~~

Commented [CL1]: At the time they come to apply they should be conducting a prescreening form with update packet

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c) Advertising for the complex will include advertisement and brochures distributed to various groups and may be posted in local newspapers or other media outlets at least annually. The expectation is the project will maintain at least annually a two percent vacancy rate.

Commented [JL2]: Should this be "The goal for the project is to maintain no more than a two percent vacancy rate, annually." ??

d) The Housing Authority ensures effective communication by: ~~P~~roviding documents in accessible formats upon request, ~~O~~ffering bilingual services (including Spanish-speaking staff), ~~U~~tilizing auxiliary aids as needed (interpreters, TTY (800) 735-2929, etc.), ~~and~~, ~~E~~nsuring offices are accessible to individuals with disabilities.

e) Any requests for unit modifications will be reviewed by the area manager with Deputy Executive Director, who serves as the Section 504 Coordinator for the agency. Deputy Executive Director will review with Executive Director and legal ~~C~~counsel.

f) Where project funds allow, such modifications will be made where reasonable. If project funds are not available, residents may make approved changes at their own expense, provided they are to the Housing Authority's specifications and the units are returned to their original condition when the family vacates, if required by the Housing Authority.

~~g) Sample Waiting List Pending~~

Commented [CL3]: Landa to send sample waiting list

~~h)g)~~ The waiting list will be periodically updated as needed. Applicants will be contacted to confirm continued interest. Failure to respond may result in removal. A sample Waiting List is attached.

~~i) Inspection Form Sample Pending~~

~~j)h)~~ The rental offices shall be open and available vacant apartments shall be available for examination by prospective residents from 8:30 A.M. to 4:30 P.M. each working day and by appointment at other times. Applicants must apply in person. Applications will be taken by the eligibility clerk ~~directly onto the computer manually. Eligibility Clerks will date and time stamp, handwrite on the waiting list and then load on the computer.~~ Copies of applications will be kept on file for review. The

eligibility clerk will be responsible for taking applications and maintaining the waiting list according to the sample ~~provided~~ approved by USDA. -No application fees will be charged.

i) An Eligibility Clerk will determine eligibility of an applicant that has reached the top of the waiting list, the area manager and the prospective resident shall inspect the specific unit that the resident is to occupy prior to accepting a security deposit or signing a lease. The resident and the area manager shall sign a move-in inspection, which shall state in detail any defects of the unit. [An inspection form sample is attached.](#) At that time, the area manager will familiarize families with their unit and their obligations as residents. Information, concerning appliance care, office hours, requests for repairs, proper payment of rent, rules and regulations, resident responsibilities and management responsibilities will be given to new residents. Residents will be given copies of their lease, the rules, the grievance procedure, all unit inspections and any changes to the lease.

j) Residents have three-days to report any concerns or damages missed at move-in to the office in writing with any pictures. At which point will be reviewed by the Area Manager and added to the move-in inspection. A work order will be created if repairs are necessary. In addition, Tenant will be providing the Housing Authority Emergency Phone Number (559) 799-0768 for after hour emergencies and providing the office phone for repairs for normal business hours.

k)

#### 4. **PROCEDURES FOR DETERMINING RESIDENT ELIGIBILITY AND FOR CERTIFYING AND RECERTIFYING INCOMES**

a) All applications and other records will be kept as required by current USDA procedures. The area manager has the prime responsibility for maintaining project records in compliance with those regulations. The Executive Director, Deputy Executive Director and central-office staff have the responsibility of insuring that the area manager follows the resident selection criteria and any

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eligibility requirements. The ~~a~~Area ~~m~~Manager will be responsible for assuring that the eligibility clerk is performing those job responsibilities according to program regulations.

- b) Area Manager, Eligibility Clerk and designated staff will be required to have knowledge and skills to be able to manage all rental related duties during such as application processing, eligibility determination, tenant selection, unit assignment and transfers, certifications, recertification, rent or occupancy charge collection, and records keeping. Assigned training and monitoring will be provided by Central staff and third party contracted agencies as determined needed by the agency.

**5. LEASING AND OCCUPANCY POLICIES**

a) **Eligibility for Admission**

Labor Housing tenants must meet all of the following criteria in order to be defined as an eligible tenant for the purposes of residing in labor housing:

1. Occupational. An eligible household must include a ~~tenant~~ head of household or co-tenant who is a domestic farm laborer, meeting the minimum farm labor income required by USDA, a retired or disabled domestic farm laborer, or must be a surviving household of a deceased domestic farm laborer.
2. Income. The household must meet the definition of income eligibility as defined by USDA Rural Development.
3. The Head of Household, who must be able to provide, work authorization, permanent resident card or Citizenship. —who qualifies as a farm laborer must be legally in this county.

Commented [JL4]: Technically the head of household does not have to be the domestic farm laborer, as long as there is one in the household. Note also though, that "domestic farm laborers" are, by definition, legally present in the US, so from a practical standpoint the HOH and domestic farm laborer will likely be one and the same.

b) **Eligibility for Continued Occupancy**

To remain eligible for continued occupancy in farm-labor housing, the head-of-household must continue to qualify as defined, except as expressly provided herein. The Authority shall require verification of household size and income/assets from all sources, which shall include the dollar amount earned from each source at a minimum of once aper

year. Tenant must have sufficient income to meet household and living expenses. To remain eligible for occupancy in farm-labor housing, the cooperation of the head-of-household and other members is required in the verification of household size, sources of income/assets, household expenses and the dollar amounts earned from each employer during the period in question. A household that has otherwise become ineligible for continued occupancy by reason of the disability of the principal and/or secondary income recipient may, nevertheless, remain eligible for continued occupancy until such time as the Authority can provide other suitable housing, provided that such income recipient was an eligible tenant living in the project prior to the event. The Term “disability,” as used in this paragraph, means total and permanent disability, as defined by the *Social Security Act*, as from time to time amended. Tenants must also conform to the occupancy standards established in Sections C and F, below, to be eligible for continued occupancy.

#### **Income Limits**

1. Income limits are as specified by USDA rules and regulations, as amended from time to time.
2. The ~~tenant family~~head of household who qualifies as a domestic farm laborer in order to reside, or continue to reside, in the project, must not have total household income that exceeds the moderate-income limit, detailed by USDA, for the appropriate household size and appropriate geographical area.

#### **Resident Selection**

Resident selection shall be handled by the area manager, subject to review by the Executive Director or the Deputy Executive Director or their designee. He/She shall be cognizant of all eligibility requirements. If an applicant is ineligible or unacceptable, or submitted an incomplete application the applicant shall be advised as to the reasons for ineligibility or unacceptability, and the reasons shall be stated on the application and kept on file until such time as a compliance review has been made by

USDA. Within 10 calendar days of receipt of a complete application, the borrower Authority must notify the applicant in writing that they have been selected for immediate occupancy,

placed on a waiting list, or rejected. The notice of ineligibility shall advise the applicant of his/her rights under USDA Grievance and Appeals Procedure, whenever applicable.

In determining eligibility, the following factors shall apply:

1. Whether the conduct of the applicant in present or prior housing has been such that admission to the program may reasonably be expected to adversely affect the health, safety or welfare of other residents, or the physical environment, or the financial stability of the project. A record of any of the following may be sufficient cause for the Authority to deny eligibility:

- a. A record of non-payment of rightful obligations, including rent, utilities and credit purchases;
- b. A record of disturbance of neighbors;
- c. A record of destruction of property;
- d. Evidence of poor-living or housekeeping habits;
- e. A history of criminal activity involving drugs or crimes of physical violence to persons or property, or a record of other criminal acts that may reasonably be expected to adversely affect the health, safety or welfare of other residents;
- f. A history of alcohol or drug abuse that would likely result in conduct that would adversely affect the project environment;
- g. Money owing to the Housing Authority;
- h. Previous eviction from a previous landlord or from a Housing Authority unit; or
- i. If the tenant is currently living in a unit subsidized by the Housing Authority.

2. In determining eligibility for admission, the Authority shall rely upon sources of information which may include, but not be limited to, Authority records; personal interviews with the applicant or tenant; home visits; interviews/verifications with current and previous landlords, employers, credit bureaus, family, social workers, and/or parole officers; criminal and court records; or information from clinics, physicians or the state department. This will be done in order to determine whether or not the individual applicants' conduct and behavior is likely to interfere with other tenants in such a manner as to diminish their enjoyment of the premises by ~~affecting~~ adversely affecting the physical environment or the financial stability of the project. In the event of the receipt of unfavorable information with respect to an applicant, consideration shall be given to the time, nature and extent of the applicant's conduct and to factors that might indicate a reasonable probability of favorable future conduct or financial prospects.

**Order of Admission**

Subject to the non-economic criteria specified above, each tenant will be selected as provided in USDA instructions, as follows:

1. **Properties when Rental Assistance is not available**

When a borrower of a labor housing project without rental assistance is selecting the appropriate applicant for a vacant unit from the waiting list, the selection will be regulated by the following priorities:

**First priority** must be given to eligible active farm laborer households, with first priority going to very low-income households, next to low-income households, and last to moderate-income households.

**Second priority** must be given to retired or disabled domestic farm laborer households who were active in the local farm labor market area at the time of retirement or becoming disabled, with first

priority going to very low-income households, next to low-income households, and last to moderate-income households.

**Third priority** must be given to other retired or disabled domestic farm laborer households who were not active in the local farm labor market at the time of retiring or becoming disabled. Occupancy priority will be given first to very low-income households, next to low-income households, and last to moderate-income households. Within each of the above priorities, occupancy priority within each ranking category is according to the household's income: very low, low, and then moderate.

**2. Properties when Rental Assistance is available**

For labor housing units with rental assistance, the priorities listed above still apply. However, occupancy is first granted to all eligible very low-income farm worker households by ranked priority, then to low-income farm worker households by ranked priority. Moderate-income farm workers may be served without rental assistance, when there are no very low- or low-income eligible farm workers on the waiting lists, again by ranked priority.

- 3.** Subject to the other selection criteria, residents of Tulare County, or applicants who have current jobs in Tulare County, will be given preference over non-county residents or workers. If two or more eligible applicants for the same unit size have identical priority and preference status, the date and time sequence of applications shall govern selection, with the applicant who filed earliest being offered the first available vacancy of appropriate size. If the applicant cannot accept the unit at that time, the reason for not accepting the unit will be documented. The applicant's name will then be removed from the waiting list, unless the rental agent determines that hardship exists for reasons such as health problems or high cost of rent without RA, in which case the applicant's name will

remain on the list in chronological order. An applicant whose name has been removed from the waiting list may reapply.

**Occupancy Standards**

1. To avoid overcrowding and prevent waste of space, dwellings are to be leased in accordance with the occupancy standards set forth below. Where it is found that the size of the dwelling is no longer suitable for the household in accordance with those standards, the household is to be required to move as soon as a dwelling of appropriate size becomes available. **This site does not have one-bedroom units.**

<u>Number of Bedrooms</u>	<u>Number of Persons</u>	
	<u>Minimum</u>	<u>Maximum</u>
2	2	5
3	4	7
4	6	9

**2. Transfer of Tenants**

Transfer of a household within a project operated by the Housing Authority, or transfer to such a project from other USDA-financed farm-labor centers owned by the Housing Authority when such household is eligible for continued occupancy, shall not be subject to priority listed in Section E. When a dwelling has become unsuitable to a tenant because of the occupancy standards listed in this section, the tenant shall be required to move into a dwelling of appropriate size when such is available. Such transfers shall be accomplished as soon as possible and will take precedence over the waiting list of eligible applicants. **A transfer waiting list will be maintained and transfers will be processed in accordance to order of priority.**

3. **Due to no one bedroom units at this site, in the event a household in a two-bedroom unit becomes a one-person household, but meets the following under Section 3560.158d(1) of the USDA handbook**

Commented [CL5]: What do we want to do for one person household

Commented [JL6R5]: We are required to allow placement of a one person household in a two bedroom unit (would technically not be considered "over-housed." However, we must prioritize under-housed tenants already living at the project, before allowing placement of a one person household. The Authority can also prioritize waitlisted applicants by household size, including prioritizing a household on the list more suited to a two-bedroom unit. The policy just needs to be consistent with those parameters.

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below, they will be allowed to remain in the two-bedroom unit. contingent upon meeting the four requirements in paragraph (d)(1):

- (i) they are eligible with respect to adjusted income;
- (ii) they occupied a rental unit in the housing project at the time of the departure of the co-tenant;
- (iii) they execute a tenant certification form establishing their own tenancy; and

(iv) they have the legal ability to sign a lease for the rental unit will be allowed to retain the unit even if they are over housed.

#### **Leasing of Dwelling Units**

A dwelling lease is to be entered into between the Authority and each tenant household. The lease agreement is to be kept current and reflect the rent charged and the conditions governing occupancy.

#### **Execution of Dwelling Lease**

1. The head of each household and any other adults in the household accepted as tenants are required to execute a dwelling lease, prior to actual admission. A copy is to be given to the lessee(s), and the original is to be filed in the permanent record folder established for the household.
2. A security deposit equal to one month's tenant rent will be collected.
3. If a tenant household transfers to a different dwelling in a project operated by the Authority, tenants will be recertified for eligibility and a new lease signed at that time. All families will be recertified annually or when requested by the tenant family if they meet the USDA requirement for an income decrease for household receiving rental assistance.
4. It is the household's responsibility to report income/assets occupancy changes prior to their annual, households must also report when they are no in farm labor prior to their annual.

c) Staff will be required to have knowledge to perform the above duties and refer to USDA Handbook admission, recertification and occupancy standards.

d) The agency will utilize the Limited English Plan in conjunction with the Affirmative Fair Housing Marketing Plan in effort to ensure that non-English Speaking or reading persons will be able to understand the leases and occupancy agreements.

**6. RENT-COLLECTION POLICIES AND PROCEDURES**

a) Policies and procedures regarding collection and payment of rents will be clearly communicated to all residents, and the procedures for collection will be applied impartially. Rent payments for Linnell shall be paid at the Linnell office. The rent payments for Woodville and Terra Bella shall be paid at the Woodville office. The rent for Visalia and Tulare shall be mailed by the residents, or paid at the Housing Authority office. Checks or money orders are accepted. The ~~a~~Area ~~M~~anager is responsible for rent collection. Non-payment of rent will result in commencement of legal actions leading to eviction. Partial payments will be discouraged whenever possible, but extenuating circumstances will be taken into consideration. Prepayments are always acceptable. After the tenth day of the month, a late fee of ten dollars (\$10.00) will be charged. Unless the 10<sup>th</sup> day lands on a weekend/holiday, it would be the next business day. Three notices for late-rent payment may be grounds for eviction. The recording of rent payments and the accounting for rent payments will be according to standard Housing Authority accounting procedures, as they may be revised. Accounts are maintained separately for USDA housing.

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b) All residents will pay a security deposit as established and changed from time to time, but not in an amount in excess of the tenant's one-month rent. Security deposits will be returned to the tenant as mandated by California Civil Code §1950.5 when the rental unit has been vacated and the tenant has complied with all rules and regulations relative to the vacating procedure. Otherwise, rent owing and cleaning and repair charges will be deducted from the security deposit, subject to federal and state laws. Any interest earned on the security-deposit account will be

used for special projects to benefit the tenants as a whole. Residents moving into their units any time, other than the first of the month, will pay a prorated share of the rent for the first month.

**7. PROCEDURES FOR REQUESTING AND IMPLEMENTING A RENT INCREASE**

- a) Effective dates for the implementation of rent increases will be the first day of the first month of the fiscal year, barring unforeseen difficulties. Requests for rent increases will be made to USDA at least ninety (90) days before the expected date to allow a 30-day notice of rent increase to the tenants, pursuant to state law. The project will utilize the Rental Assistance Program so that low-income tenants will not have to pay more than 30 percent of their adjusted income for rent if rental assistance is available.
- b) The accounting staff and area manager will prepare the annual budget in a timely manner so that it may be presented to the Board of Commissioners in enough time so that if a rent increase is necessary, residents may be noticed as required and given an opportunity for comment.
- c) Change request will be made in accordance with USDA requirements.

**8. PLANS FOR CARRYING OUT AN EFFECTIVE MAINTENANCE AND REPAIR PROGRAM**

- a) Preventive maintenance will be performed on all mechanical equipment and appliances, as required by manufacturer specifications. The pilot light will be cleaned on all water heaters annually. The air conditioners/cooler will be serviced bi-annually in the spring and fall. The Stove will be checked annually during annual inspection. The Condition of unit will be inspected annually and when a special inspection is required due to health/safety concerns. Preventive landscaping care will be supervised by the area manager, including a regular schedule for necessary plant pruning's, weeding's and waterings appropriate to the season of the year, and such maintenance and fertilizing necessary to maintain the grounds in a well-groomed, orderly manner. Litter and debris will be removed regularly.

Arrangement for special debris collection will be made as necessary. Any graffiti will be removed within 24 hours. Exterior pest control will be done as needed. The area manager will conduct a daily drive-through of the exterior of the project. From these drive-throughs, any clean up that must be done will be scheduled to be completed by the maintenance staff supervised by the area manager. This includes necessary cleaning of parking-lots, walkways and other common areas. Repair of both common areas and parking-lot will be accomplished as needed, either by contract services or by on-site staff where practical. The ~~a~~Area ~~m~~Manager will make walk-throughs at least weekly. **Inspections** with the Deputy Executive Director will be made monthly.

Commented [JL8]: Clarify? (e.g. "Site Visits" or "Site Reviews"?)

Maintenance and repair, both emergency and preventive, of facilities, as well as major plumbing and electrical work, will be provided by the skilled maintenance workers. Interior pest control will be done upon the request of the tenants, with a scheduled day per week to handle these requests, by a licensed contractor. Purchase-order requests issue a purchase order number. Bills submitted to the accounting department by vendors will be paid within 30 days, or less. As part of the process of developing the annual budget, the area managers and executive staff will discuss necessary major maintenance and replacement items. These will be included in the budget as funds allow, or reserve-withdrawal requests will be submitted to USDA after the necessary bids have been obtained.

**b)** The project's as-built plans are maintained in the central office and modified by the Housing Authority architect when the modifications are complete.

**c) Scheduled Maintenance (Installed Equipment)**

1. Scheduled maintenance and repair for installed equipment will be accomplished in accordance with manufacturers' recommendations and the requirements of equipment-operating manuals. Scheduled maintenance largely will entail cleaning or replacement of equipment parts. Maintenance records will be maintained on each piece of equipment to ensure proper service.

**2. Regular Inspection and Inspection Reports**

Regular inspection of units, buildings and grounds and the use of an inspection-reporting form will serve to identify maintenance problems, which if tended to promptly, should not become serious. Inspections of residents' units will be scheduled not only on a regular interval of at least once per year, but also will be conducted whenever a resident either moves into or vacates a unit, or if there is reason to believe there is a problem. To ensure that a continual inspection program is carried out, when a resident gives a notice to vacate, a date for inspection of his/her unit will be scheduled. At this time, both the area manager and the resident will inspect the unit, comparing any damages or wear with that on the move-in checklist, to determine whether or not the resident must pay for repairs. Prior to re-renting the unit, the area manager will make all necessary repairs, have the unit painted (if necessary), thoroughly cleaned, and check all equipment and appliances for proper operation. Regular inspections will include checks of all alarms and mechanical equipment.

3. **Interior and Exterior Painting**

A comprehensive interior and exterior painting schedule will be maintained for the development. The interiors of all buildings should be painted every five years, or as needed. In addition to interior painting, the area manager will ensure that all exterior surfaces are painted as necessary to maintain the development. Interior painting will be done as scheduled, unless the resident specifically requests a delay in writing.

4. **Trash Removal**

Trash removal will be handled by the maintenance staff and a disposal company. The residents will be instructed as to how and where to place their trash for pickup.

5. **Major Repairs**

Major repairs will be done as required. Major repairs that cannot be handled by the on-site maintenance staff will be subcontracted. Bids will

be solicited from contractors who have a proven cost and performance record. Quality of workmanship and performance, as well as cost, will be the criteria for approval of bids.

6. **Grounds Upkeep and Maintenance**

The project work will be divided and specific tasks assigned to each maintenance person. It will be his/her responsibility to pick up trash, clean sidewalks, edge walks ways and crubs, cut and edge grass around all buildings, and prune trees, plants, etc. Watering will be regularly scheduled.

7. **Building and Common Areas**

A schedule for cleaning all common areas will be developed by the area manager. Tile floors in the community rooms will be buffed and complete stripping and re-waxing performed as needed. Building inspections will include offices and community rooms.

d) **Resident Requests**

The area manager or clerk will take all maintenance-work-repair requests, either by telephone or in person, at the rental office during working hours. These will be recorded on a work order and issued to the appropriate staff person or contractor. When the repairperson completes the necessary repairs on this work order, he/she will return it to the rental office. The area manager or clerk must complete work-order forms and make a record of incomplete orders, which will be followed up in order to assure the ordering of parts and additional maintenance service as needed.

Emergency-maintenance calls during the time the rental office is closed will be taken by the Emergency Phone hotline (559) 799-0768 and provided to Area Manager to address by maintenance staff or third-party vendor. Residents are to call 911 if an emergency-maintenance problem, such as one that if not corrected without delay, would clearly constitute a safety or health hazard, or would cause damage:

1. Fire in apartment, common areas or grounds;

2. Water leaks where water would damage property or personal possessions if left unattended;

3. Sewer stoppage;

4. Heating breakdown; or

5. Other items that would cause personal injury or are immediately detrimental to the safety of the residents or the property.

5. It is also understood that in the event of fire, flood, personal injury or other serious problems involving insurance, the Executive Director or Deputy Executive Director will be advised immediately. In conjunction with the previously described maintenance plans, a system of maintenance reporting and control, which will identify excessive costs, faulty equipment, lost time or ineffective maintenance personnel, will be utilized.

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#### **Security Measures**

Security is becoming increasingly important to residents of multifamily housing. To the extent economically feasible, security hardware will be installed; fire extinguishers will be made available and lighting provided. Smoke alarms are wired in each housing unit. Residents are able to install cameras at their own expense in accordance with the agency's approved camera policy.

e) Tenants will be billed for items other than normal wear and tear and defective materials or equipment.

f) Budgeting for and/or requesting use of reserve funds for major maintenance or replacement items will complete RD3560-12 requesting the use of reserve funds in accordance with USDA handbook.

#### **9. Plans and Procedures for Providing Supplemental Services**

a) No supplemental equipment is available. Laundry hooks-up are available at each unit.

b) Educational/social services will be offered for the tenants. Resident services from social, medical and educational agencies will be coordinated as requested by outside agencies.

**10. PLAN FOR ACCOUNTING, RECORD KEEPING AND MEETING USDA REPORTING REQUIREMENTS**

a) The accounting staff is responsible for the preparation and submission of annual accounting reports required by USDA. Other reports, including occupancy reports, as required from time to time, will be the responsibility of the project staff, and will be reviewed by the central-office staff. Tenant certifications will be submitted electronically in a timely manner. Project records and all records related to occupancy will be kept in tenant and maintenance files on site, and accounting records will be kept at the central office after receipt of information from the [Area Manager](#).

b) Each project reserve account is held separately in an interest-bearing account. The reserve account shall be supervised account that requires the agency's countersignature on all withdrawals. Interest earned will be accumulate in the reserve account and may be withdrawn only upon Agency approval for authorized uses.

c) **Accounts Payable:** An accrual, double-entry system is utilized, supported by approved purchase orders procedures, computerized and capable of generating regular financial reports and can be made available. **General Bookkeeping:** Double-entry system, computerized to provide regular printouts for collection of accounts by tenants and others. All accounting procedures are compatible with the USDA's Form RD 3560-7 "Multiple Family Housing Project Budget."

d) Project staff, accounting and designated central office staff will assist with preparation and submission of the quarterly and annual reports required by USDA.

e) [Accounting staff](#) and auditor will perform and prepare the annual audit, verification of review. The Housing Authority receives proposals from all qualified, interested accounting firms every three years. After references are checked, a contract is awarded to the lowest qualified bidder

f) Records are kept for a minimum of three (3) years after tenancy terminates, or as may be required by USDA.

g) Records will be retained at the central office and area office.

h) Management Fee covers allowable expenses as permitted by USDA Handbook.

11. **ENERGY-CONSERVATION MEASURES**

a) Tenants will have direct control of the use of water, gas and electricity, with the Housing Authority paying the cost of water, garbage and sewer. Therefore, the Housing Authority reserves the right to install and insist upon use of water-use-restricting devices. The tenants will be provided with energy-conservation material and encouraged to save themselves money by conservation of gas and electricity. Orientation to energy conservation will be related to existing programs of the electrical and gas companies.

b) Energy conservation will be practiced in connection with utilities paid by management for common areas. Management will also use conservation measures on common-area lighting, watering and other areas as feasible, checking usage on a historical basis and affecting conservation measures when capital is available.

c) Annual pre-season checks will be made to assure that maximum conservation will be maintained, such as properly functioning evaporative coolers and weather-stripping. Energy audits will be completed if project funds allow for both the audit and any upgrades. Energy-conservation measures will be carried out if identified in any energy audit, as the budget allows. Payback ratios will be an effective guide for use of budgeted or other available funds. Measures will be taken when affordable and before peak payback periods, i.e., winter for heating; summer for cooling.

12. **RESIDENT ORGANIZATIONS AND TENANT PARTICIPATION**

a) **Right to Organize.** Consistent with 7 CFR 3560.158 and applicable federal law, residents of the Projects have the right to form, join, meet with, participate in, and lead resident organizations, including a resident/management relations committee and any other associations or committees addressing matters related to their tenancy, housing conditions, or quality of life at the Project. Management shall not retaliate against,

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harass, intimidate, or otherwise penalize any resident, prospective resident, or organization for the exercise of rights under this Section.

**b) Properly Formed Organizations.** For purposes of this Management Plan, a resident organization is “properly formed” and entitled to recognition under this Section when it:

- (1) maintains open membership available to all residents of the Project on equal terms, without discrimination on the basis of race, color, national origin, religion, sex, familial status, disability, age, source of income, or any other characteristic protected by federal, state, or local law;
- (2) has adopted written governing documents providing for democratic selection of officers or representatives by the membership;
- (3) holds regular, noticed meetings open to its members; and
- (4) operates for lawful purposes related to the residents’ tenancy or housing, and not in a manner that would breach the lease or impair the Project’s compliance with USDA Rural Development requirements.

**c) Recognition and Support.** Upon written notice from a properly formed resident organization identifying its officers and stated scope, Management will:

- (1) recognize the organization as a representative body for matters within that scope;
- (2) make reasonable common-area space available for the organization’s meetings at no cost, subject to scheduling and availability;
- (3) permit the distribution of literature and the posting of notices in designated common areas, subject to reasonable time, place, and manner standards applied uniformly to all communications;
- (4) meet no less than quarterly with the organization’s designated representatives to discuss matters of mutual concern; and

(5) provide reasonable advance notice to the organization of proposed changes to Project rules, policies, or services that would materially affect residents.

**d) Non-Interference with Internal Governance.** Consistent with 7 CFR 3560.158, Management will not interfere with the internal governance, membership, leadership selection, training, discipline, or removal of officers or members of any resident organization. Such matters rest with the organization and its members under its own governing documents and applicable state law.

**e) Reserved Management Rights.** Nothing in this Section shall be construed to limit, diminish, transfer, or delegate any right, authority, duty, or obligation of Management that is reserved by law, by the loan or grant agreements with USDA Rural Development, by 7 CFR Part 3560 and applicable USDA handbooks, by the lease agreements, or by any other applicable federal, state, or local law. Without limiting the foregoing, and to the fullest extent permitted by law, Management retains sole authority and responsibility for:

(1) the operation, maintenance, repair, capital improvement, financing, insurance, and disposition of the Project and all real and personal property associated with it;

(2) compliance with USDA Rural Development program requirements, fair housing laws, occupancy standards, civil rights obligations, and reporting requirements;

(3) tenant selection, screening, admission, recertification, lease administration, lease enforcement, and termination of tenancy, in accordance with applicable law and the Project's USDA-approved policies;

(4) the establishment and adjustment of rents, utility allowances, fees, and charges in accordance with USDA-approved budgets and procedures;

(5) the hiring, supervision, discipline, compensation, and termination of Project staff and contractors;

(6) the establishment and enforcement of reasonable rules governing the use of common areas, including content-neutral rules applicable to resident organization meetings, postings, and activities;

(7) determining, in the first instance, whether a particular resident organization satisfies the criteria in Section X.2, subject to written notice of any deficiency, a reasonable opportunity to cure, and the grievance procedures available under 7 CFR 3560.160; and

(8) withdrawing recognition from any organization that ceases to satisfy the criteria in Section X.2 or that engages in activities that violate law or breach the lease, subject to written notice, an opportunity to cure where appropriate, and the grievance procedures available under 7 CFR 3560.160.

f) **No Delegation of Management Functions.** Recognition of a resident organization under this Section does not constitute a delegation of management functions, a grant of operational authority over the Project, or a partnership, agency, or joint venture relationship between Management and the organization. The organization speaks for its members in a consultative and representative capacity only.

g) **Construction.** This Section will be interpreted consistently with 7 CFR Part 3560, the Fair Housing Act, and other applicable law. In the event of any conflict between this Section and federal law or USDA Rural Development requirements, federal law and USDA requirements control. Nothing in this Section is intended to confer rights greater than those provided by applicable law, nor to diminish any right of residents or any obligation of Management under applicable law.

#### **PLANS FOR RESIDENT/MANAGEMENT RELATIONS**

a) — Management encourages residents to legally incorporate into a council or association to represent their views and concerns. The area manager will meet with the legal association and the legally elected executive committee only if invited to do so, but will encourage cooperation whenever possible.

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~~a) — The area managers and clerks whose responsibility it is to familiarize the tenants with all aspects of the project will be knowledgeable and familiar with USDA procedures for grievances and appeals.~~

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### ~~13. PLANS FOR MEMBER PARTICIPATION IN RURAL COOPERATIVE HOUSING (RCH) PROJECT OPERATIONS.~~

~~a) — Area Manager will explain to members the types of committees. Management encourages residents to legally incorporate into a council or association to represent their views and concerns.~~

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~~a) — The area manager will meet with the legal association and the legally elected executive committee only if invited to do so, but will encourage cooperation whenever possible.~~

~~a) — Special attention will be given to resident selection, maintaining full occupancy, information, training, education and to solve shared problems.~~

~~The residents, through the residents' association, if any, will be encouraged to take the lead with many of the functions of social services, helping neighbors solve shared problems and attaining shared goals. Such residents' association will be encouraged to take an active role in the development of programs for residents. All residents' grievances in the areas of management services, maintenance services, management policy, management personnel and grievances concerning other residents, will receive prompt, efficient follow-up from the area manager. In the event the problem is beyond the control of the area manager, it will be brought to the attention of the Executive Director or Deputy Executive Director. Records of maintenance, service and policy grievances will be kept on file in the area manager's office. If residents form a resident organization that is willing to serve as a channel through which grievances can be mediated, such procedure will be encouraged.~~

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~~a) — The procedure of formal grievances will be defined by the "Grievance Procedure," including all USDA requirements. Grievance procedures will be posted in each area office. Grievances of management towards residents of the project are likely to include such problems as lease violations, noise or other violations of the rules and regulations. Should these occur, the area manager will meet with the resident to discuss the problem. The results of the meeting will be recorded in the resident's files.~~

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~~Should the problem persist or the lack of cooperation not be corrected, the area manager will then ask for a conference with the resident. Again, a record of the meeting will be filed in the resident's file. If the problem is still evident after repeated attempts at resolution, the resident will be given a 30-day notice to vacate, and an informal conference will be scheduled with the Deputy Executive Director.~~

#### ~~14. MANAGEMENT TRAINING~~

~~a) Management will be trained and stay current on all USDA program regulations, state laws pertaining to tenant rights, ADA requirements, fair employment practices, OSHA requirements, building code requirements, water and wastewater treatment requirements and any other requirements affecting project operations.~~

~~b) Staff will periodically attend training updates in order to stay current with any changes that may occur. Candidates for jobs will be required to meet minimum qualifications for a job description prior to being hired for or promoted to a position.~~

~~c) If RCH board member does not participate in training they may be removed from the board.~~

~~d) For RCH (if any) cooperative association board members will be informed of the requirements prior to assuming the role in order to ensure the RCH membership as a whole understands its role and functions.~~

#### ~~135. TERMINATION OF LEASES AND EVICTIONS~~

~~a) The Area Manager and eligibility clerks are responsible for knowing and administering State and local laws, USDA requirements regarding termination of leases. They can defer to Central office staff and legal counsel for guidance. In situations where interpretation of policy is needed staff will seek clarification from USDA.~~

~~b)a) The Area Manager and eligibility clerks isare responsible for knowing and administering State and local laws, USDA requirements regarding must be given to a tenant for termination of leases or occupancy agreement is proposed and subsequent eviction procedures through the state or local judicial process. They can defer to Central office staff and legal counsel for guidance. In situations where interpretation of policy is needed staff will seek clarification from USDA. Households shall vacate their rental units within thirty~~

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(30) days from the date it is found that the household no longer meets the eligibility requirements of USDA. Families voluntarily vacating their units are required to give 30 days' written notice. The Area Manager, in conjunction with the Housing Authority's staff attorney, will be responsible for tenant evictions and lease terminations, as thoroughly covered in the lease, and will be aware of USDA requirements concerning legal actions, as well as all state and local laws. The importance of beginning eviction proceedings as soon as legally permissible cannot be overemphasized; legal action, specifically non-payment of rent, is a long process. This kind of problem will be handled expeditiously and where possible, court action will be avoided. Rent collection and eviction procedures will correspond with USDA requirements. Periodically, the staff will receive training to develop familiarity with lease clauses. Tenant rules will be promulgated, and they will be attached as part of each lease. Any changes in the rules will result in notification to tenants similar to changes in lease conditions.

**164. INSURANCE**

a) The Area Manager and office staff, as well as the Executive Director, chief financial officer and all other staff with access to funds, will be, and are presently, fidelity bonded to USDA requirements.

Commented [JL9]: Does this need revising (e.g. "Controller")?

b) Monitoring of insurance rates and requirements is the responsibility of the Housing Authority human resources and administrative staff at central office, who also works to keep insurance rates as low as possible.

**175. Management Agreement**

No applicable.

**18. RCH BOARD OF DIRECTORS/ADVISER RELATIONSHIP**

~~a) The relationship between the RCH board and the advisor will be as follows: the advisor will be available to provide information, help facilitate and plan meeting on an as needed basis by the RCH Board, but decision will be made by the RCH board.~~

Commented [JL10]: Only applies to Section 515 coops (cooperatively owned projects).

**196. MANAGEMENT COMPENSATION**

The annual budget will be submitted showing actual overhead costs attributable to the projects. These will be reviewed as part of the budget review by the USDA staff.

**2017. ON REGULAR SITE MANAGEMENT**

- a) The Area Manager will be responsible for management duties at the site.
- b) During normal business hours the Area Manager will conduct routine inspections of the site and direct maintenance staff to complete needed work.
- c) After hours the residents will contact emergency phone hotline (559) 799-0768 for repairs and Area Manager will dispatch maintenance staff or third-party vendor to address the repairs. If emergency residents are to call 911.
- d) Notices to residents will be sent reminding of the procedures.

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**2118. COMPLIANCE WITH THE REQUIREMENTS OF VAWA 2023**

- a) ~~Attached is~~ The Agency complies with the housing protection requirements set forth per the Violence Against Women Act (VAWA). The VAWA Policies are attached-

Commented [JL11]: While we no longer need a resident onsite manager, the Plan set forth regular business hours during the day time where staff is available on site. (Or least state that the agency will have and post a schedule of regular business hours, and will notify the tenants of any changes to those hours.)

SUBMITTED BY:

Dated: \_\_\_\_\_,

HOUSING AUTHORITY OF  
THE COUNTY OF TULARE

By \_\_\_\_\_  
KEN KUGLER  
Executive Director

APPROVED BY:

Dated: \_\_\_\_\_,

UNITED STATES DEPARTMENT OF  
AGRICULTURE, RURAL DEVELOPMENT

By \_\_\_\_\_  
District Director