

HOUSING AUTHORITY  
OF THE COUNTY OF TULARE

2009

MOVING TO WORK ANNUAL REPORT

September 2009

# TABLE OF CONTENTS

ELEMENT	SECTION
Introduction – Goals and Objectives	1 – page 1
Housing Stock Information	2 – page 3
Leasing Information	3 – page 8
Waiting List Information	4 – page 10
Long Term MTW Plan	5 – page 13
On-Going MTW Activities	6 – page 15
Hardship Requests	7 – page 20
Sources and Uses of Funding	8 – page 22
Administrative Documentation	9 – page 32
Board Resolution	Appendix 1 – page 34

## INTRODUCTION GOALS AND OBJECTIVES

The Mission Statement for the Housing Authority of the County of Tulare is:

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.

This Mission Statement had been in place for several years prior to the Moving To Work Demonstration Program. When given the opportunity to become part of the Demonstration, this agency felt that the goals and objectives of MTW:

1. Reduce cost and achieve greater cost effectiveness in Federal expenditures;
2. Give incentives to families with children whose heads of household are either working, seeking work, or are participating in job training, educational or other programs that assist in obtaining employment and becoming economically self-sufficient;
3. Increase housing choices for low-income families;

mirrored the beliefs of the Agency which were already in place.

The Agency has been operating under a Moving to Work Demonstration Program Contract with the Department of Housing and Urban Development for the Section 8 and Conventional Public Housing Programs since May of 1999. Within the guidelines of this demonstration program the Agency has been able to streamline some of the operations under these two rental assistance programs while creating greater housing choices for families, and encouraging those families to achieve self-sufficiency. The demonstration program has been the ideal opportunity for the Agency to achieve its mission. With the execution of an amended Moving to Work Agreement in February 2008, the Agency is looking forward to the opportunity to further the mutual goals of the Agency and the MTW Program.

We believe that the greatest value of the MTW Program is to allow local agencies to provide assistance programs in ways that benefit the local jurisdiction and participants, and provides the flexibility to do so. We believe that the program will continue to prove that the opportunity is valuable both for our Agency and the Demonstration Program.

**SECTION 2**

## HOUSING STOCK INFORMATION

The Housing Authority of the County of Tulare currently owns 710 public housing units, and has not changed that number in the past year by either increasing or decreasing units. Capital expenditures are shown in Section 8, Sources and uses of Funding. All units have remained on-line throughout the year. There were no significant capital expenditures greater than 30 of the Agency's total budgeted capital expenditures for any development.

Under the Housing Choice Voucher program the agency had 2,836 voucher allocations as of June 30, 2009 which is unchanged from a year ago, and continues to have 4 Moderate Rehabilitation Program units which are not part of MTW. We have not had, and do not have any project-based Vouchers currently.

The Agency, in partnership with Kaweah Management Company (a subsidiary Non-profit development company), has several new complexes in development. These new units are being developed using a combination of Tax Credits, HOME funds, City Redevelopment tax increment funding, bonds, and Housing Authority administrative funds. In the 2008/2009 fiscal year, the construction of a 64 unit tax credit project in the City of Farmersville was finished; we acquired an 11 unit complex in the City of Visalia with hopes of building an additional 9 units on the site. We also acquired a USDA 515, 48 unit elderly complex in the City of Farmersville. In addition, the agency has been able to purchase 32 rental units which had been foreclosed. Additional projects are in the pipeline and should be completed in future years.

The Housing Authority owns and/or manages a variety of additional rental units subsidized through various federal, state, and local programs.

**CERTIFICATION OF PREVIOUS PARTICIPATION**

**SCHEDULE A - LIST OF PREVIOUS PROJECTS**

By my name below is the complete list of my previous projects and my participation history as a principal in rental housing projects.

**NOTE: Make full disclosure. Add extra sheets (signed) if needed. If you have no previous projects write by your name - "No prior experience".  
If there have been no occurrences of sales, foreclosure or LIHTC noncompliance, write "none" in column 4.**

1. List each Participant's/Principal's alphabetical order, last name first.  Signature(s):	2. List Previous Projects (Name, Location, Government Agency involved, and Number of units in the project) <b>LIST ALL LIHTC PROJECTS FIRST, THEN OTHER GOVERNMENT ASSISTED RENTAL HOUSING PROJECTS, THEN NON-ASSISTED PROJECTS</b>			3. Role and Interest:  Month/Day/Year Participation - Began: Ended:  Month/Day/Year Project Placed-in-Service (PIS)  * See note at bottom of page	4. Sales, Foreclosures, Defaults, Instances of IRS Noncompliance, and Issuance of IRS Form 8823		
	(A) LIHTC Projects	(B) Other Government-Assisted	(C) Nongovernment-Assisted Projects				
Housing Authority of the County of Tulare - HUD Public Housing		Cutler 30-1A	24 Units	1959		Owner/Manager	None
		Cutler 30-1B	6 Units	1959		Owner/Manager	None
		London 30-2	20 Units	1962		Owner/Manager	None
		Cutler 30-3	25 Units	1964		Owner/Manager	None
		Goshen 30-4	20 Units	1964		Owner/Manager	None
		Dinuba 30-5	80 Units	1965		Owner/Manager	None
		Woodlake 30-7	25 Units	1975		Owner/Manager	None
		Traver 30-8	10 Units	1975		Owner/Manager	None
		Tulare 30-10	75 Units	1975		Owner/Manager	None
		Woodlake 30-11	5 Units	1976		Owner/Manager	None
		Tulare 30-12	50 Units	1977		Owner/Manager	None
		Visalia 30-15	36 Units	1984		Owner/Manager	None
		Visalia 30-16	74 Units	1984		Owner/Manager	None
		Porterville 30-17	65 Units	1985		Owner/Manager	None
		Visalia 30-19	69 Units	1986		Owner/Manager	None
		Tulare 30-20	50 Units	1987		Owner/Manager	None
		Tulare 30-21	30 Units	1989		Owner/Manager	None
	Porterville 30-24	46 Units	1992		Owner/Manager	None	
	<b>Total</b>	<b>710 Units</b>					

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	(A) LIHTC Projects	(B) Other Government-Assisted	(C) Nongovernment- Assisted Projects		
HUD Section 8/202	Santa Fe Plaza	105 Units	1983	Manager	None
HUD Section 8/New Construction	La Serena	65 Units	1983	Manager	None
City of Visalia	Robinwood Ct.	10 Units	2007	Manager	None
Admin-Owned	<b>Total</b>	<b>180 Units</b>			
			Blain Units 14 Units 801 North "E" St. 1 Unit 1001 North Jacob 1 Unit 203 S. California 1 Unit 1911 S. Crenshaw 1 Unit Myrtle Court 20 Units West Oakwood/Vetter 20 Units East Tulare 12 Units Encina Tri-Plex 3 Units East Kaweah 6 Units <b>Total 79 Units</b>	Owner/Manager Owner/Manager Owner/Manager Owner/Manager Owner/Manager Owner/Manager Owner/Manager Owner/Manager Owner/Manager Owner/Manager	None None None None None None None None None None

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1. List each Participant's/Principal's alphabetical order, last name first.  Signature(s):	2. List Previous Projects (Name, Location, Government Agency involved, and Number of units in the project) <b>LIST ALL LIHTC PROJECTS FIRST, THEN OTHER GOVERNMENT ASSISTED RENTAL HOUSING PROJECTS, THEN NON-ASSISTED PROJECTS</b>			3. Role and Interest: Month/Day/Year Participation - Began: Ended:  Month/Day/Year Project Placed-in-Service (PIS)	4. Sales, Foreclosures, Defaults, Instances of IRS Non-compliance, and Issuance of IRS Form 8823	
	(A) LIHTC Projects	(B) Other Government-Assisted	(C) Nongovernment-Assisted Projects			
Farm Labor Housing - USDA		Woodville	178 Units	1938	Owner/Manager	None
		Linnell	191 Units	1938	Owner/Manager	None
		Terra Bella	14 Units	1977	Owner/Manager	None
		Visalia	15 Units	1980	Owner/Manager	None
		Tulare	52 Units	1985	Owner/Manager	None
		<b>Total</b>	<b>450 Units</b>			
USDA 515 Housing		Linmar Apts.	48 Units	1992	Manager	None
California Rental Housing Construction Program		Clark Court	24 Units	1983	Manager	None
		Parkwood Manor	75 Units	1982	Manager	None
		Visalia Garden Villas	60 Units	1987	Manager	None
		<b>Total</b>	<b>159 Units</b>			
Tax Credit	Westport	25 Units	1989		Manager	None
	Sultana	36 Units			Manager	None
	1992					
	Cypress Cove	52 Units			Manager	None
	1993					
	Fairview	8 Units			Manager	None
	1994					
	Parkside	24 Units	2007		Manager	None
	Gateway	48 Units	2008		Manager	None
	Gateway II	16 Units	2009		Manager	None
	Court&Paradise	11 Units	1980		Manager	None
	<b>Total</b>	<b>230 Units</b>				

\* See note at bottom of page



## SECTION 3

2-1

## LEASING INFORMATION

Timing out public housing residents under the MTW program has created additional turnover, but those issues have been worked out over the course of the demonstration and are now part of our normal operations. All of our 710 Public Housing units are under the MTW program, and we housed 113 new families in the Plan year. We do not plan any demolition, disposition, or major rehabilitation activities which would reduce occupancy.

Under our Housing Choice Voucher program, we have been averaging 98% lease-up rate of our 2836 allocations, and anticipate that the rate will continue, or possibly improve slightly. All of those units are under the MTW program, and we housed 936 new Section 8 families during the plan year. We have 4 units still under our Moderate Rehabilitation program not under MTW which are all under lease. While mortgage foreclosures have created a few problems, in general, the issue has loosened the housing market in this area and is dropping rental prices.

Our agency has requested that we be allowed to utilize our Section 8 reserve account to be able to help additional families. However this request has been denied. With our waiting list growing due to economic conditions, we are requesting that we be allowed to housing up to an additional 100 families with our existing funds.

We have no project-based vouchers at this time.

## SECTION 4

## WAITING LIST INFORMATION

There are currently 13,752 families on our public housing and Section 8 waiting lists. The agency has four waiting lists for public housing, for our four main geographical areas where we have our four area offices. Families may be on more than one list at a given time, including Public Housing and Section 8. The Section 8 program has one list for the entire county. As families' names reach the top of that list, they are referred to whichever of our offices is closest to their home, for updating. The waiting lists, depending on priority are, around three and one half years long for residents of Tulare Co.

All of our waiting lists are currently open and have been open for the past two decades. Because we are terminating assistance for families on both our public housing and Section 8 programs due to our time limits, the lists are moving and we do not anticipate having to close any of them. This also means that we are continuously updating applicants for housing, and therefore are also continuously purging the waiting lists. Mass purges have not proved be necessary.

## Waiting List Characteristics

Total Applicants: 13,752

Race/Ethnicity:

American Indian - Hispanic	2
American Indian - Non-Hispanic	13
Asian - Hispanic	12
Asian - Non-Hispanic	97
Black - Hispanic	37
Black - Non-Hispanic	494
Hawaiian & Pacific - Hispanic	2
Hawaiian & Pacific - Non-Hispanic	32
White - Hispanic	9,203
White - Non-Hispanic	3,860

Family Size:

One	2,703
Two	3,114
Three	3,188
Four	2,424
Five	1,374
Six	613
Seven	230
Eight	71
Nine	23
Ten	8
Eleven	4

Elderly:

Elderly Household	1,229
Non-Elderly Household	12,523

Disabled:

Disabled Household	2,779
Non-Disabled Household	10,973

Sex:

Male Head of Household	2,964
Female Head of Household	10,788

SECTION 5

## LONG-TERM MTW PLAN

For the duration of the MTW Agreement, the main focus for this agency is to continue to pursue our efforts to make our MTW contract permanent and prevent changes mandated by Congress. We believe that our program has been very successful as currently structured, and has stood the test of time. We believe that to have to revert to the standard Public Housing and Section 8 programs, or change the structure of our current program in the future, would be unfair to those families we have already timed out. It would also be a step backwards in providing assistance, both for our agency and for the residents. We are now only seeking to streamline the programs so that we can meet the MTW goals. We believe that local discretion is the best way to meet the needs of our jurisdiction, and also for other jurisdictions.

SECTION 6



## ONGOING ACTIVITIES

Several of the Agency MTW activities which were included in the MTW Plan were included to achieve the statutory objective of reducing costs and achieving greater cost effectiveness in Federal Expenditures.

MTW activities begun at the onset of the Demonstration in 1999 designed to meet this goal were:

1. Fixed proration amounts for mixed families for each non-eligible family member
2. Phasing out of the FSS Program
3. Requiring Section 8 landlords to use the HUD Model Lease

Additional MTW activities were approved in the 2008/09 Plan designed to meet the same statutory objective of cost savings. However, since the plan was approved after the start of the fiscal year, and required notice to the tenants, they were not implemented until January 1, 2009. Those changes included:

1. Changing the definition of income to include “all income into the home of all MTW families”
2. A fixed proration amount for mixed elderly and disabled families whose rent is calculated on an income-based formula.
3. A minimum rent of \$0 instead of a minimum TTP amount from which a utility allowance is deducted which would eliminate UAP payments.
4. Allowing a “flat” or fixed medical deduction amount for qualified families who choose not to have to go through an extensive medical expense verification process.
5. Changing over families who entered our program after May 1999 who are able-bodied to the fix-rent or fixed-subsidy with time limits.

We feel that the cost savings of the initial activities begun in 1999 have been achieved. We did reduce one eligibility position between 1999 and 2008, but baselines and benchmarks were not kept. With the approval of the 2008/09 plan, baselines and benchmarks were delineated, and will be used to determine the activities approved to meet the cost savings goal have been successful.

The baselines for these activities included current eligibility staffing levels and costs for the MTW caseloads at the start of the 2008/2009 Plan year. They included:

1. Full Time Equivalent eligibility workers of 15.55
2. Total costs for salaries and benefits of \$718,909, and
3. An average case load of 228 cases per clerk

The agency began using the new income definition which included all income into the home as of January 2009. However, It was soon brought to our attention that certain incomes are excluded by statues other than those concerning HUD regulations. As a result, while much of

the HUD defined exclusions were eliminated, a few had to be reinstated, and that income cannot be counted. Our policies were changed again to reflect these requirements.

Since January 2009, 19 mixed families have been converted to the fixed proration method as opposed to the complicated formulas normally required. An additional 14 families with annual anniversary dated from 7/1 to 12/31 will be converted.

The agency currently has 6 families receiving UAP payments, all with re-exam dates between 7/1 and 12/31 who will be converted to the \$0 minimum rent.

Twenty-two families have chosen flat medical allowances between 1/1/2009 and 6/30/2009. During that time, 129 families choose to go through the traditional verification process and have their allowance calculated by formula. An additional 188 families have post-Plan year re-exam dates and have not chosen an option yet.

Of the 61 families who started receiving assistance after the MTW program began who will be converted to MTW, 34 have been converted, and 27 remain to be converted between 7/1 and 12/31.

During the Plan year, one additional full-time eligibility worker was hired. This worker was brought on to be a site manager for 30 additional non-MTW units purchased by the agency which were under foreclosure. Thirty units is not a full time job, and she has been given MTW files.

As a result, eligibility staffing levels compared to the baselines now are:

1. Full Time Equivalent eligibility workers of 16.16
2. Total costs for salaries and benefits of \$740,614\*, and
3. An average case load of 219 cases per clerk

\*Costs have been adjusted to exclude cost of living increases.

While the agency has not reduced, but actually increased costs, the changes which were hoped to decrease the workload were not implemented until January 1, 2009, halfway through the Plan year. When the remaining families have been converted, more of a change may be noted. Because our agency has five offices where eligibility work is handled, shifting of caseloads is not always possible. After a full year, it may be possible to realign staffing due to the MTW activities and we will be looking at this again the 2009/10 report.

It is obvious that the flat medical deduction has not been as desirable as originally planned, and that activity may need to be reevaluated. We again should know more after it has been in effect for a whole year.

The provisions of the Act that have been waived to allow these activities are Section C,11 for Public Housing and Section D(2) for Section 8. Current regulations require that specific formulas be used to calculate rents.

MTW activities which were begun at the onset of the Demonstration Program in 1999 which were designed to meet the statutory objective of giving incentives to families with children

whose heads of household are either working, seeking work, or are participating in job training, educational or other programs that assist in obtaining employment and becoming economically self-sufficient. Those activities include:

1. Fixed rents on the Public Housing program for non –elderly or disabled families
2. Fixed subsidies on the Section 8 Program for non –elderly or disabled families
3. A five year time limit on assistance for non –elderly or disabled families

The HATC collects and stores income information for all MTW participants at the onset of their rental assistance for both the Public Housing and Section 8 Programs, and at each annual recertification thereafter. This information has been kept since May, 1999 when the Demonstration began. We use that data as our baselines for the fixed rents, fixed subsidies, and time limits portions of our ongoing activities, combined. With this information, we can track any increases or decreases in incomes for participating families.

As proposed in the 2008/09 Plan the benchmarks approved were annual MTW average income increases for participants that were greater than the cost of living increase for Social Security recipients. The supposition was that higher increases than an established cost of living indicator would demonstrate that participants have been motivated to work toward achieving self sufficiency. The Agency publishes income increase statistics on its web site in the MTW section quarterly. As shown in the most recently published statistics, incomes of the MTW families have greatly exceeded any COLA statistics, Social Security or otherwise.

## **Income Increase Comparison as of 06/30/2009 (Excluding elderly/disabled households)**

### **Section 8:**

<u>Type</u>	<u>Number of Households</u>	<u>Increase in Income</u>
Income Based	105	21%
Welfare to Work	20	3%
Moving to Work - Conversion	311	59%
Moving to Work - New Move-Ins	938	35%

### **Public Housing:**

<u>Type</u>	<u>Number of Households</u>	<u>Increase in Income</u>
HUD Flat Rent	2	236%
Income Based	26	14%
Moving to Work - Conversion	112	53%
Moving to Work - New Move-Ins	251	39%

### **Methodology:**

Includes all current tenants who have had at least one re-exam  
 HUD flat rent tenants' incomes are examined only every three years  
 Annual income figures were adjusted to exclude exempt and non-wage income

However, in the 2009/10 Plan, it was felt that this information was not statistically relevant, and did not necessarily show the nexus between the MTW activities and the income increases. Therefore, this benchmark has been revised for future reports. As of September 1, 2009, The

Housing Authorities of Fresno City and County will be keeping comparable data on their Section 8 and Public Housing families. The resident profiles and the economic opportunities for the two agencies have been shown to be comparable. Because the Fresno tenants are all on traditional income and rent calculations, higher income increases for Tulare County participants as a whole can be construed to be a result of the MTW activities.

The Hardship policy and Committee decisions are discussed in Section 7.

The provisions of the Act that have been waived to allow these activities are Section C,11 for Public Housing and Section D(2)a for Section 8. Current regulations require that specific formulas be used to calculate rents. As incomes increase rents also increase which we believe to be a disincentive to participants. Also, on Section 8 as long as there is subsidy, the family can be on the program indefinitely, and there is no incentive to become self-sufficient. On Public Housing, the family can choose either an income-based rent or a flat rent indefinitely; again providing no incentive to move out of the Public Housing Program.

One MTW activity approved in the 2008/09 MTW Plan was designed to meet the statutory objective of Increasing Housing Choices for low income families. The activity approved eliminated the 40% rule for families on income-based rents. This allowed families to choose a unit where the rent would exceed 40% of their income at initial lease-up or when they moved to a new unit. This activity was begun as of January 1, 2009.

The baseline originally chosen for this activity was the 61 elderly or disabled tenants that had chosen the MTW program with a time limit in order to be able to lease a unit with a rent over 40% of their income. The benchmark would be whether hardship requests for this reason decreased. From January 1, 2009 to the end of the Plan year, there were 5 requests from such families who had chosen the MTW Program and ended up facing having their assistance on Section 8 terminated. A lengthy discussion by the Hardship Committee members ended with a unanimous decision that all such requests to allow those tenants to go back to an income-based rent with no time limit for the families with requests at that meeting, and future requests would be granted. The decision was based on the facts that these tenants did not choose the MTW Program in order to become self-sufficient, but to increase their choice of housing, and to terminate their subsidy at this time would serve no useful purpose. As this would not be an issue in the future because the 40% rule had been eliminated, the decision was not to spend future Committee time on this issue. As a result, the original benchmark has been eliminated.

A more relevant benchmark in the future would be how many elderly or disabled tenants choose a unit with a rent that is over 40% of their income, which would mean that their housing choices had been increase, and how many of those tenants also chose to participate in the MTW Program. From January 1, 2009 through June 30, 2009, 36 elderly or disabled families rented units over 40% of income and none of those tenants chose to participate in the MTW Program.

The provisions of the Act that have been waived to allow this activity are Section D(2)a for Section 8 which allow for rents or subsidy levels to income-based assistance to differ from currently mandated program requirements.

**SECTION 7**

## *THE MTW HARDSHIP POLICY*

*The Housing Authority recognizes that substantial, unforeseen hardships may arise, such that families cannot pay their full rent. In such cases, the families may apply to the Housing Authority for relief. Relief may consist of deferral of a portion of the rent. The Housing Authority shall consider such a request, taking into consideration other local resources available to the family. Such requests must be in writing, stating the reason for the hardship, and the expected duration. Consideration will be given for hardship when a family has suffered a catastrophic change, which caused the death, illness or long-term disability of an adult family member, which resulted in the loss of income to the family. These families will be referred to CSET for an assessment of options and links to other community resources for recovery. A contract will be signed with the family stipulating the change to their Moving-to-Work assistance and the steps the family will take to work toward self-sufficiency. The contract will specify the amount by which the family's public housing program rent will be decreased, and for what duration. The amount by which the rent will be changed will be determined by Housing Authority staff on a case-by-case basis. If all possible wage earner(s) for a family become(s) permanently disabled, the family will be changed to a traditional income-based program with no time limit.*

*In cases where a CSET evaluation is not possible or productive, and where there are still possible wage earners, the hardship request will be presented to a Hardship Committee made up of community citizens who have sufficient knowledge of the MTW program to make informed decisions as to the disposition of rental assistance for such families. Decisions of the Hardship Committee will be final.*

*This policy is not intended to apply to seasonal-income fluctuations, nor minor or temporary reductions of income.*

Since the MTW Program began in 1999, there have been a total of 68 hardship requests, 6 of which were second or third requests. During the Plan year, there were 19 hardship requests, all of which were requesting to be put onto an income-based program with no time limit. These requests included families with medical problems, families who felt they did not have enough income to continue paying a flat rent or receive a flat subsidy, and elderly or disabled families who chose MTW because they either wanted to rent a unit which was over 40% of their income or because the rent would be lower than 30% of their income.

Of the 19 requests, the Hardship committee converted 12 families back to the income-based program with no time limit, 6 families were given a 1 year extension and referred to CSET for an evaluation, and one family was denied a change or an extension so they will be timed out within the next year.

SECTION 8

# SOURCES AND USES OF FUNDING

The only difference between planned sources of funding, and actual usage of funding was the Stimulus money received during the plan year. Attached are the forms showing planned activities and actual expenditures during the Plan year.

Annual Statement / Performance and Evaluation Report  
Comprehensive Grant Program (CGP) **Part I: Summary**

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

OMB Approval No. 2577-0157  
(exp. 3/31/2010)

HA Name Housing Authority of the County of Tulare, P.O. Box 791, Visalia CA 93279	Comprehensive Grant Number CA39-9030-501-08	FFY of Grant Approval 2008
<input type="checkbox"/> Original Annual Statement	<input type="checkbox"/> Reserve for Disaster/Emergencies	<input type="checkbox"/> Revised Annual Statement/Revision Number _____
<input type="checkbox"/> Performance and Evaluation Report for Program Year Ending <u>06/30/09</u>		<input type="checkbox"/> Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>2</sup>	
		Original	Revised <sup>1</sup>	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations (May not exceed 10% of line 20)	310,141	310,141		310,141.00
3	1408 Management Improvements	93,230	93,320		13,841.82
4	1410 Administration	137,200	137,200		137,200.00
5	1411 Audit	3,000	3,000		3000.00
6	1415 Liquidated Damages				
7	1430 Fees and Cost	31,300	31,300		19,171.01
8	1440 Site Acquisition				
9	1450 Site Improvement	167,600	422,671		393,146.13
10	1460 Dwelling Structures	808,143	553,072		482,175.71
11	1465.1 Dwelling Equipment-Non Expendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1498 Mod Used for Development				
19	1502 Contingency (May not exceed 8% of line 20)				
20	<b>Amount of Annual Grant (Sum of lines 2-19)</b>	1,550,704	1,550,704		1,358,675.67
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Compliance				
23	Amount of line 20 Related to Security				
24	Amount of line 20 Related to Energy Conservation Measures				
Signature of Executive Director		Date		Signature of Public Housing Director	

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>2</sup> To be completed for the Performance and Evaluation Report.



Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	Status of Proposed work <sup>2</sup>
HA WIDE	OPERATIONS	1406	N/A	310,141	310,141		310,141.00	
HA WIDE	MANAGEMENT IMPROVEMENTS	1408	N/A	93,320	93,320		13,841.82	
HA WIDE	ADMINISTRATION	1410	N/A	137,200	137,200		137,200.00	
HA WIDE	AUDIT	1411	N/A	3,000	3,000		3,000.00	
ALL PROJECTS	FEES & COST (ARCHT & ENGINEER)	1430	N/A	31,300	31,300		19,171.01	
ALL PROJECTS	SITE IMPROVEMENT (LANDSCAPE, FENCES)	1450	N/A	167,600	422,671		393,146.13	
ALL PROJECTS	DWELLING STRUCTURES	1460	N/A	808,143	553,072		482,175.71	

Signature of Executive Director \_\_\_\_\_ Date \_\_\_\_\_ Signature of Public Housing Director \_\_\_\_\_ Date \_\_\_\_\_

<sup>1</sup>To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>2</sup>To be completed for the Performance and Evaluation Report.

**Housing Authority of the County of Tulare**  
**Site Budgets**  
**July 1, 2008 to June 30, 2009**

	CA030 000805 P		CA030 000810 P		CA030 000815 P		CA030 000817 P	
	Totals, Low-Rent	DINUBA	TULARE	VISALIA	PVILLE			
	Budget	Actual	Budget	Actual	Budget	Actual	Actual	
Family / Elderly		Family	Family	Family	Family			
Scattered Site?								
Age								
Recently Renovated?								
Units	710	195	205	199	111			
Unit months available	8520	2340	2460	2388	1332			
Average Bedroom Size								
% Occupancy	67%	66%	69%	65%	65%			
Unit Months Occupancy	5686	1551	1705	1561	869			
Unit Months Mod Vacancies	0							

**REVENUE**

Dwelling Rentals	\$2,942,978	\$2,997,697	\$858,959	\$770,270	\$849,077	\$889,856	\$776,200	\$827,484	\$458,743	\$510,088
Excess Utilities	\$0	\$0								
Non-dwelling Rentals	\$2,000	\$1,860	\$549	\$566	\$577	\$515	\$561	\$500	\$313	\$279
Non-Utility Subsidy	\$0	\$0								
Utility Subsidy	\$0	\$0								
Add-on Subsidies	\$0	\$0								
Proration (unfunded)	\$0	\$0								
Transfer from Capital Fund (1406)	\$0	\$137,435		\$41,788		\$38,073		\$36,959		\$20,615
Transfer from Capital Fund (1408)	\$0	\$0								
Transfer from Central Office	\$0	\$0								
Investment Income	\$617,275	\$193,412	\$169,533	\$54,408	\$178,227	\$55,204	\$173,011	\$53,547	\$96,504	\$30,254
Other Income	\$1,437,388	\$1,182,735	\$394,776	\$287,743	\$415,020	\$332,465	\$402,874	\$351,693	\$224,718	\$210,834
<b>Total Revenue</b>	<b>\$4,999,641</b>	<b>\$4,513,140</b>	<b>\$1,423,817</b>	<b>\$1,154,773</b>	<b>\$1,442,902</b>	<b>\$1,316,114</b>	<b>\$1,352,645</b>	<b>\$1,270,183</b>	<b>\$780,278</b>	<b>\$772,070</b>

**EXPENSES**

Administrative Salaries	\$385,555	\$407,301	\$101,144	\$113,512	\$120,782	\$119,504	\$96,458	\$105,205	\$67,171	\$69,080
Benefits (26.45%)	\$154,365	\$161,702	\$41,963	\$40,202	\$46,146	\$49,642	\$39,470	\$47,108	\$26,787	\$24,748
Legal	\$22,227	\$13,830	\$6,105	\$1,997	\$6,418	\$6,475	\$6,230	\$3,581	\$3,475	\$1,777
Staff Training	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Travel	\$13,175	\$5,176	\$3,618	\$1,281	\$3,804	\$1,693	\$3,693	\$1,636	\$2,060	\$566
Audit	\$6,250	\$3,000	\$1,717	\$728	\$1,805	\$899	\$1,752	\$871	\$977	\$502
Telephone	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Computer Support	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Management Fee	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Bookkeeping Fee	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Administrative Other	\$106,525	\$108,882	\$29,257	\$20,626	\$30,757	\$28,545	\$29,857	\$37,710	\$16,654	\$22,000
<b>Total Administrative</b>	<b>\$510,638</b>	<b>\$503,779</b>	<b>\$183,804</b>	<b>\$176,347</b>	<b>\$209,711</b>	<b>\$208,758</b>	<b>\$177,459</b>	<b>\$196,111</b>	<b>\$117,123</b>	<b>\$118,674</b>

Resident Services Salaries	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Benefits (27%)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Resident Services Materials	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Resident Services Contracts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Tenant Services</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Gas	\$9,000	\$3,587			\$1,008	\$2,599	\$1,158	\$2,523	\$837	\$1,407	\$584
Electric	\$48,300	\$47,912			\$6,961	\$13,946	\$18,278	\$13,538	\$16,264	\$7,551	\$6,409
Water	\$199,037	\$182,941			\$65,555	\$57,468	\$32,629	\$55,786	\$62,761	\$31,117	\$21,996
Sewer	\$204,057	\$208,582			\$49,235	\$58,918	\$69,598	\$57,193	\$55,738	\$31,902	\$34,011
Other	\$0	\$0									
<b>Total Utilities</b>	<b>\$460,394</b>	<b>\$443,022</b>			<b>\$122,759</b>	<b>\$132,931</b>	<b>\$121,664</b>	<b>\$129,040</b>	<b>\$135,600</b>	<b>\$71,977</b>	<b>\$63,000</b>

Maintenance Salaries	\$352,518	\$373,194			\$77,064	\$98,890	\$127,452	\$113,301	\$121,744	\$49,534	\$46,934
Benefits (26.45%)	\$197,290	\$206,667			\$51,382	\$57,307	\$63,447	\$62,199	\$60,208	\$27,698	\$31,630
Maintenance Materials	\$403,108	\$445,236			\$104,962	\$116,390	\$131,834	\$112,984	\$152,603	\$63,021	\$55,837
Maintenance Contracts	\$490,000	\$533,264			\$102,068	\$141,479	\$150,700	\$137,338	\$203,913	\$76,606	\$76,582
Maintenance Fees HVAC/Plumbing	\$0	\$0									
Maintenance Service Fees Other	\$0	\$0									
Trash Removal	\$0	\$0									
<b>Total Maintenance</b>	<b>\$1,442,916</b>	<b>\$1,558,361</b>			<b>\$335,476</b>	<b>\$414,066</b>	<b>\$473,434</b>	<b>\$425,822</b>	<b>\$538,468</b>	<b>\$216,859</b>	<b>\$210,984</b>

Security Labor	\$0	\$0									
Benefits (27%)	\$0	\$0									
Materials	\$0	\$0									
Contracts	\$0	\$0									
<b>Total Protective Services</b>	<b>\$0</b>	<b>\$0</b>			<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

Insurance	\$56,913	\$56,885			\$13,810	\$16,433	\$17,045	\$15,952	\$16,513	\$8,898	\$9,517
PILOT	\$54,213	\$75,352			\$18,555	\$15,653	\$21,564	\$15,195	\$22,109	\$8,476	\$13,125
Bad Debt Expense	\$22,150	\$21,656			\$281	\$6,395	\$10,817	\$6,208	\$9,809	\$3,463	\$748
Extraordinary Maintenance	\$0	\$0				\$0	\$0	\$0	\$0	\$0	\$0
Prin and Interest - Energy Perf Contract	\$0	\$0				\$0	\$0	\$0	\$0	\$0	\$0
<b>Total General Expenses</b>	<b>\$133,276</b>	<b>\$153,893</b>			<b>\$32,646</b>	<b>\$38,481</b>	<b>\$49,426</b>	<b>\$37,355</b>	<b>\$48,431</b>	<b>\$20,836</b>	<b>\$23,390</b>

<b>Total Expenses, excl. Asset Management</b>	<b>\$2,724,683</b>	<b>\$2,855,167</b>			<b>\$669,227</b>	<b>\$795,189</b>	<b>\$851,281</b>	<b>\$769,676</b>	<b>\$918,611</b>	<b>\$426,796</b>	<b>\$416,047</b>
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Asset Management	\$0	\$0			\$0	\$0	\$0	\$0	\$0	\$0	\$0
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<b>Total Expenses</b>	<b>\$2,724,683</b>	<b>\$2,855,167</b>			<b>\$669,227</b>	<b>\$795,189</b>	<b>\$851,281</b>	<b>\$769,676</b>	<b>\$918,611</b>	<b>\$426,796</b>	<b>\$416,047</b>
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<b>Cash Flow from Operations</b>	<b>\$2,274,958</b>	<b>\$1,657,973</b>			<b>\$485,546</b>	<b>\$647,713</b>	<b>\$464,832</b>	<b>\$582,969</b>	<b>\$351,572</b>	<b>\$353,482</b>	<b>\$356,022</b>
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<b>Part I: Summary</b>					
<b>PHA Name:</b> Housing Authority of The County of Tulare		<b>Grant Type and Number</b> Capital Fund Program Grant No: CA39S03050109 Replacement Housing Factor Grant No: Date of CFFP: _____			<b>FFY of Grant:</b> 2009 <b>FFY of Grant Approval:</b> _____
<b>Type of Grant</b> <input checked="" type="checkbox"/> Original Annual Statement Statement (revision no: ) <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual <input type="checkbox"/> Performance and Evaluation Report for Period Ending: and Evaluation Report <input type="checkbox"/> Final Performance					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>				
3	1408 Management Improvements	176,793			
4	1410 Administration (may not exceed 10% of line 21)				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	37,500			9,308.33
8	1440 Site Acquisition				
9	1450 Site Improvement	31,000			
10	1460 Dwelling Structures	1,652,582			
11	1465.1 Dwelling Equipment – Nonexpendable				
12	1470 Non-dwelling Structures	65,010			
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities <sup>4</sup>				
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)				9,308.33
20	Amount of Annual Grant: (sum of lines 2-19)	1,962,885			
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security – Soft Costs				
24	Amount of line 20 Related to Security – Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				

<sup>1</sup> To be completed for the Performance and Evaluation Report.

<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations

<sup>4</sup> RHF funds shall be included here.

<b>Part I: Summary</b>					
<b>PHA Name:</b> Housing Authority of The County of Tulare		<b>Grant Type and Number</b> Capital Fund Program Grant No: CA39S03050109 Replacement Housing Factor Grant No: Date of CFFP: _____		<b>FFY of Grant:</b> 2009 <b>FFY of Grant Approval:</b> _____	
<b>Type of Grant</b> <input checked="" type="checkbox"/> Original Annual Statement Statement (revision no: ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: and Evaluation Report <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual <input type="checkbox"/> Final Performance					
<b>Line</b>	<b>Summary by Development Account</b>	<b>Total Estimated Cost</b>		<b>Total Actual Cost <sup>1</sup></b>	
		<b>Original</b>	<b>Revised <sup>2</sup></b>	<b>Obligated</b>	<b>Expended</b>
<b>Signature of Executive Director Date</b>			<b>Signature of Public Housing Director Date</b>		

Part II: Supporting Pages								
PHA Name: Housing Authority of The County of Tulare		Grant Type and Number Capital Fund Program Grant No: CA39S03050109 CFFP (Yes/No): Replacement Housing Factor Grant No:				Federal FFY of Grant: 2009		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
HA Wide	Operations	1406						
HA Wide	Management Improvements	1408	176,793					
HA Wide	Administration	1410						
HA Wide	Audit	1411						
HA Wide	Fees & Cost (Architect & Engineer)	1430	37,500				9,308.33	
HA Wide	Site Improvement (Landscape,	1450	31,000					
HA Wide	Dwelling Structures	1460	1,652,582					
HA Wide	Non Dwelling Structures	1470	65,010					

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report.

<b>Part II: Supporting Pages</b>								
<b>PHA Name:</b> Housing Authority of The County of Tulare		<b>Grant Type and Number</b> Capital Fund Program Grant No: CA39S03050109      CFFP (Yes/No): Replacement Housing Factor Grant No:			<b>Federal FFY of Grant:</b> 2009			
Development Number Name/PHA- Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised 1	Funds Obligated 2	Funds Expended 2	

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>2</sup> To be completed for the Performance and Evaluation Report.

<b>Part III: Implementation Schedule for Capital Fund Financing Program</b>					
PHA Name: Housing Authority of The County of Tulare					Federal FFY of Grant: 2009
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates <sup>1</sup>
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
HA Wide	ALL WORK TO BE	COMPLETED	WITHIN	24 MONTHS -	

<sup>1</sup> Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended

<b>Part III: Implementation Schedule for Capital Fund Financing Program</b>					
<b>PHA Name:</b> Housing Authority of The County of Tulare					<b>Federal FFY of Grant:</b> 2009
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates <sup>1</sup>
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	

<sup>1</sup> Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.



## SECTION 9

## ADMINISTRATIVE

There have been no observed deficiencies in any monitoring visits, physical inspections or other oversight visits during the Plan year.

As part of the administrative procedures for the MTW Plan, the HATC did not do any specific evaluations or any other type of assessment with regard to the MTW program.

All Capital Fund activities were included in the MTW program.

The Agency resolution with certifications that the Agency has met the three statutory requirement is included as Appendix 1 of this Report.

# APPENDIX 1

**BEFORE THE BOARD OF COMMISSIONERS  
OF THE  
HOUSING AUTHORITY OF THE COUNTY OF TULARE  
STATE OF CALIFORNIA**

-oOo-

**IN THE MATTER OF APPROVING  
CERTIFICATIONS OF COMPLIANCE  
FOR THE ANNUAL MOVING TO  
WORK REPORT**

)  
)  
)  
)  
)

**RESOLUTION NO. 2009-13**

-oOo-

At a duly constituted meeting of the Board of Commissioners of the Housing Authority of the County of Tulare, a public body corporate and politic (the "Housing Authority"), held on September 16, 2009, the following resolution was adopted:

Acting on behalf of the Board of Commissioners for the "Housing Authority", as its chairman, I approve the submission of the Annual Moving to Work Report for the PHA fiscal year beginning July 1, 2008, hereinafter referred to as "the Report", of which this document is a part and make the following certifications with the Department of Housing and Urban Development (HUD) in connection with the submission of the Report:

1. "The Housing Authority" has met the statutory requirement to house at least 75 percent of the families assisted by the agency who have income in the "very low" category;
2. "The Housing Authority" has met the statutory requirement to continue to assist substantially the same total number of eligible low-income families as would have been served had the amounts not been combined;
3. "The Housing Authority" has met the statutory requirement to maintain a comparable mix of families (by family size) as would have been served had the amounts not been used under the MTW demonstration Program.

Housing Authority of the County of Tulare

CA030

\_\_\_\_\_  
PHA Name

\_\_\_\_\_  
PHA Number/HA

KEN KUGLER

\_\_\_\_\_  
Executive Director

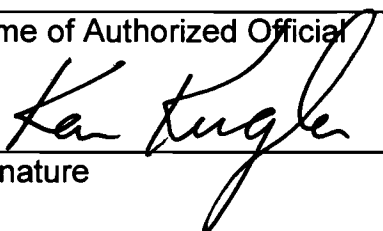
\_\_\_\_\_  
Name of Authorized Official

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

September 17, 2009

\_\_\_\_\_  
Date



4. This Resolution shall take effect immediately upon adoption.

The foregoing resolution was adopted upon a motion presented by Commissioner Ybarra, and seconded by Commissioner Rojas, at a regular meeting of the Board of Commissioners held on the 16<sup>th</sup> day of September, 2009. Motion carried by the following vote:

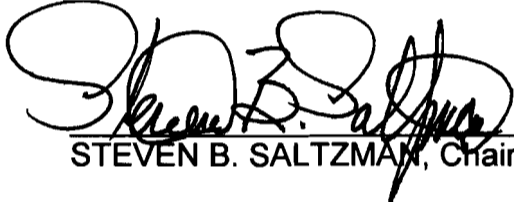
AYES: Saltzman, Tietjens, Snyder, Ybarra, Romero, Rojas

NAYES: None

ABSTAIN: None

ABSENT: None

**HOUSING AUTHORITY OF THE  
COUNTY OF TULARE**



STEVEN B. SALTZMAN, Chairperson

MW/Resolutions/2009-13