

Garden Grove Housing Authority
INTER-DEPARTMENT MEMORANDUM

To: Matthew J. Fertal
From: Susan Emery
Dept: Director
Dept: Community Development
Subject: APPROVAL OF THE HOUSING AUTHORITY REVISED ADMINISTRATIVE PLAN (PUBLIC HEARING)
Date: November 25, 2014

OBJECTIVE

To recommend approval of the November 2014 revised Administrative Plan for the Garden Grove Housing Authority.

BACKGROUND

The Department of Housing and Urban Development (HUD) requires Housing Authorities that administer a Housing Choice Voucher Program (HCV) to approve an Administrative Plan. The purpose of the plan is to outline the Authority's policies and procedures in the administration of the HCV Program. The plan has undergone numerous updates and revisions to accommodate regulatory changes in the program, to improve procedures, and to clarify policies. Revisions to the Administrative Plan require the approval from the Housing Authority Commission. The last revision was approved in May 2013.

The revised Administrative Plan includes language responding to new HUD policies such as the option of inspecting units no less than biennially instead of annually, and the eradication of pest infestation policy.

FINANCIAL IMPACT

None.

RECOMMENDATION

It is recommended that the Housing Authority:

- Conduct the Public Hearing on the November 25, 2014 revised Administrative Plan; and
- Approve the November 25, 2014 revised Administrative Plan.


SUSAN EMERY
Assistant City Manager


By: Danny Huynh
Housing Authority Manager

Recommended for Approval


Matthew J. Fertal
Director

Attachment: Revised Administrative Plan