

City of Garden Grove

INTER-DEPARTMENT MEMORANDUM

To: Matthew J. Fertal From: Susan Emery
Dept: Director Dept: Community Development
Subject: HOUSING AUTHORITY STATUS REPORT – JUNE 2010 Date: August 24, 2010

OBJECTIVE

To provide Housing Authority Commissioners with a summary of June's activities.

BACKGROUND

The Housing Choice Voucher Program assists low-income families, senior citizens, and handicapped persons in the payment of their monthly rent. Under this program, a qualified participant pays a portion of his/her adjusted household income for rent. The remainder of the rent is paid by the City's Housing Authority utilizing funds received from the Department of Housing and Urban Development (HUD). The units rented under the program are inspected on an annual basis to ensure that they are decent, safe, sanitary, and have no code violations. Approximately 2,337 senior citizens, disabled persons, and families are funded by the Section 8 Rental Assistance Program.

ANALYSIS

The following is a status report for the month of June 2010.

Program Eligibility

All participants of the Housing Choice Voucher Program must be income eligible. Applicants are ranked on the Waiting List by local preferences. When an applicant is next on the Waiting List, they have an Initial Qualifying (IQ) interview where their eligibility is verified. If they are eligible, they receive a program briefing and their voucher. The Authority replaces those families who terminate from the program as a part of normal turnover. Once on the program, they are recertified for eligibility at least annually and their portion of the rent adjusted according to their income.

1. Initial Qualification (IQ) interviews: Staff conducted no Initial Qualifying interviews (IQs) from the Waiting List and the following:
 - (a) Emergency Situations - 0
 - (b) Referred by a Garden Grove Homeless Shelter - 0
 - (c) Incoming Portability - 8

Briefings: No briefings were conducted this month, and no vouchers were issued.

Re-certifications: Staff conducted 183 re-examination interviews with participants to determine continued eligibility. Eighty-one families were interviewed who had interim changes in income, which necessitated an adjustment in their portion of the rent.

Moves: Staff met with 23 tenants currently on the program that were moving and were briefed on move procedures.

Terminations: There were three families who terminated from the program during the month.

2. Family Self-Sufficiency Program: Assists families to become employed and no longer dependent on public assistance. The Family Self-Sufficiency Program enters into contracts with Voucher participants to provide support services such as education, training and career development.

Status of FSS participants this month: There were two prospective FSS participant interviewed for the month of June. There were no new contracts signed and no contract was terminated. There are a total of 305 families who have signed contracts for the FSS program. Thirty-nine contracts are active. Five update meetings were held with FSS participants. One hundred and five families have completed their FSS goals and 52 of these are self-sufficient and no longer need housing assistance. Eight families have purchased houses. There are 25 escrow accounts. Eighteen escrow accounts are active with monthly deposits. The Authority has paid out a total of \$828,752 in escrow funds to tenants who have completed their contract obligations.

Each graduate that successfully completes his or her family obligations on the contract after October 21, 1998 reduces the minimum program size. The original program size of 140 is now reduced to 39.

Unit Inspections

All units that are leased under the Housing Choice Voucher program must pass an initial Housing Quality Standards (HQS) inspection before the Housing Assistance Payments contract is signed, and must pass an annual HQS inspection to continue to receive rental assistance payments. HQS inspections determine that the unit is decent, safe and sanitary, and has passed city building codes.

1. New Leases: There were 37 requests for new lease approvals with 13 units passing and 24 units failing.

Annuals: There were 193 annual inspections conducted this month. Sixty-eight units passed and 125 units failed to meet Housing Quality

Standards (HQS) and code requirements. The owners were requested to make the necessary repairs.

Reinspections: There were 163 re-inspections conducted on units that failed their first inspection.

Move-out: There were no move-out inspections conducted.

Specials: There was no special inspection conducted this month.

Quality Control: There were 18 quality control inspections conducted this month. These inspections are required by HUD to ensure that field staff is in compliance with inspection requirements and are conducted by supervisory staff.

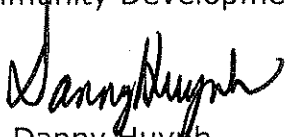
RECOMMENDATION

It is recommended that the Housing Authority Commissioners:

- Receive and file the 2010 June Housing Authority Status Report



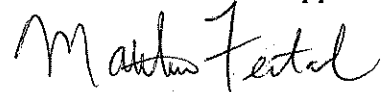
SUSAN EMERY
Community Development Director



By: Danny Huynh
Housing Authority Manager

Attachment 1: Statistical Report

Recommended for Approval



Matthew Fertal
Director

GARDEN GROVE HOUSING AUTHORITY
"STATISTICAL REPORT"

June 2010

<u>I. LEASED FAMILIES</u>	<u>NUMBER</u>	<u>FAMILIES</u>
Total Participating Families:	2577	100%
Elderly:	1545	60%
Disabled:	1172	45%
Female Head of Household:	1960	76%
Employed:	1873	73%

<u>II. UNITS UNDER LEASE</u>	<u>UNITS LEASED</u>	<u>TOTAL UNITS ALLOCATED</u>	<u>% LEASED</u>	<u>PORT IN ADMINISTERED</u>
	2322	2337	99%	255

III. MONTHLY ACTIVITY BY UNIT SIZE

	<u>1-BEDRM</u>	<u>2-BEDRM</u>	<u>3-BEDRM</u>	<u>4+BEDRM</u>	<u>MOBILE HOME</u>	<u>TOTAL</u>
New Admission	2					2
Annual Reexamination	102	91	29	1	2	225
Interim Reexamination	62	46	16	2	2	128
Portability Move-In	4	2	1			7
Portability Move-Out	8	7	1	1		17
End Participation	7	4				11
Other Change of Unit	9	1	2			12
Annual Reexamination Searching	8	6	1			15

<u>IV. CURRENT PAYMENT STANDARD</u>	<u>1-BEDRM</u>	<u>2-BEDRM</u>	<u>3-BEDRM</u>	<u>4+BEDRM</u>	<u>MOBILE HOME</u>
	\$1256	\$1498	\$2121	\$2360	\$854

<u>V. RENTS AND INCOME</u>	<u>VOUCHERS</u>
Average HAP Payment:	\$880
Average Tenant Rent:	\$345
Average Contract Rent:	\$1218
Average Annual Income:	\$16460
Hard to House:	12

<u>VI. TOTAL NUMBER OF UNITS LEASED BY BEDROOM SIZE</u>	<u>1-BEDRM</u>	<u>2-BEDRM</u>	<u>3-BEDRM</u>	<u>4+BEDRM</u>	<u>MOBILE HOME</u>	<u>TOTAL</u>
	1288	902	327	36	24	2577

Form Completed by: Linda Middendorf

City of Garden Grove

INTER-DEPARTMENT MEMORANDUM

To: Matthew J. Fertal From: Susan Emery
Dept: Director Dept: Community Development
Subject: HOUSING AUTHORITY STATUS Date: August 24, 2010
REPORT - JULY 2010

OBJECTIVE

To provide Housing Authority Commissioners with a summary of July's activities.

BACKGROUND

The Housing Choice Voucher Program assists low-income families, senior citizens, and handicapped persons in the payment of their monthly rent. Under this program, a qualified participant pays a portion of his/her adjusted household income for rent. The remainder of the rent is paid by the City's Housing Authority utilizing funds received from the Department of Housing and Urban Development (HUD). The units rented under the program are inspected on an annual basis to ensure that they are decent, safe, sanitary, and have no code violations. Approximately 2,337 senior citizens, disabled persons, and families are funded by the Section 8 Rental Assistance Program.

ANALYSIS

The following is a status report for the month of July 2010.

Program Eligibility

All participants of the Housing Choice Voucher Program must be income eligible. Applicants are ranked on the Waiting List by local preferences. When an applicant is next on the Waiting List, they have an Initial Qualifying (IQ) interview where their eligibility is verified. If they are eligible, they receive a program briefing and their voucher. The Authority replaces those families who terminate from the program as a part of normal turnover. Once on the program, they are recertified for eligibility at least annually and their portion of the rent adjusted according to their income.

1. Initial Qualification (IQ) interviews: Staff conducted no Initial Qualifying interviews (IQs) from the Waiting List and the following:
 - (a) Emergency Situations - 0
 - (b) Referred by a Garden Grove Homeless Shelter - 0
 - (c) Incoming Portability - 8

HOUSING AUTHORITY STATUS REPORT

JULY 2010

August 24, 2010

Page 2

Briefings: No briefings were conducted this month, and no vouchers were issued.

Re-certifications: Staff conducted 202 re-examination interviews with participants to determine continued eligibility. Ninety-five families were interviewed who had interim changes in income, which necessitated an adjustment in their portion of the rent.

Moves: Staff met with 32 tenants currently on the program that were moving and were briefed on move procedures.

Terminations: There were seven families who terminated from the program during the month.

2. Family Self-Sufficiency Program: Assists families to become employed and no longer dependent on public assistance. The Family Self-Sufficiency Program enters into contracts with Voucher participants to provide support services such as education, training and career development.

Status of FSS participants this month: There were no prospective FSS participants interviewed for the month of July. There were no new contracts signed and one contract was terminated. There are a total of 305 families who have signed contracts for the FSS program. Thirty-eight contracts are active. Twelve update meetings were held with FSS participants. One hundred and six families have completed their FSS goals and 52 of these are self-sufficient and no longer need housing assistance. Eight families have purchased houses. There are 25 escrow accounts. Eighteen escrow accounts are active with monthly deposits. The Authority has paid out a total of \$828,752 in escrow funds to tenants who have completed their contract obligations.

Each graduate that successfully completes his or her family obligations on the contract after October 21, 1998 reduces the minimum program size. The original program size of 140 is now reduced to 38.

Unit Inspections

All units that are leased under the Housing Choice Voucher program must pass an initial Housing Quality Standards (HQS) inspection before the Housing Assistance Payments contract is signed, and must pass an annual HQS inspection to continue to receive rental assistance payments. HQS inspections determine that the unit is decent, safe and sanitary, and has passed city building codes.

1. New Leases: There were 39 requests for new lease approvals with 15 units passing and 24 units failing.

Annuals: There were 199 annual inspections conducted this month. One hundred and three units passed and 96 units failed to meet Housing Quality

Standards (HQS) and code requirements. The owners were requested to make the necessary repairs.

Reinspections: There were 168 re-inspections conducted on units that failed their first inspection.

Move-out: There were no move-out inspection conducted.

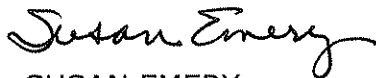
Specials: There were 12 special inspections conducted this month.

Quality Control: There were five quality control inspections conducted this month. These inspections are required by HUD to ensure that field staff is in compliance with inspection requirements and are conducted by supervisory staff.

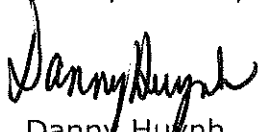
RECOMMENDATION

It is recommended that the Housing Authority Commissioners:

- Receive and file the 2010 July Housing Authority Status Report



SUSAN EMERY
Community Development Director



By: Danny Huynh
Housing Authority Manager

Attachment 1: Statistical Report

Recommended for Approval



Matthew Fertal
Director

GARDEN GROVE HOUSING AUTHORITY
"STATISTICAL REPORT"

July 2010

<u>I. LEASED FAMILIES</u>	<u>NUMBER</u>	<u>FAMILIES</u>
Total Participating Families:	2568	100%
Elderly:	1551	60%
Disabled:	1179	46%
Female Head of Household:	1964	76%
Employed:	1866	73%

<u>II. UNITS UNDER LEASE</u>	<u>UNITS LEASED</u>	<u>TOTAL UNITS ALLOCATED</u>	<u>% LEASED</u>	<u>PORT IN ADMINISTERED</u>
	2309	2337	99%	259

III. MONTHLY ACTIVITY BY UNIT SIZE

	<u>1-BEDRM</u>	<u>2-BEDRM</u>	<u>3-BEDRM</u>	<u>4+BEDRM</u>	<u>MOBILE HOME</u>	<u>TOTAL</u>
New Admission						
Annual Reexamination	107	91	26		1	225
Interim Reexamination	25	26	5	1	1	58
Portability Move-In	2	5	1			8
Portability Move-Out	1	2	3			6
End Participation	4	4	1			9
Other Change of Unit	9	7	3			19
Annual Reexamination Searching	8	4	5	1		18
Issuance of Voucher						

<u>IV. CURRENT PAYMENT STANDARD</u>	<u>1-BEDRM</u>	<u>2-BEDRM</u>	<u>3-BEDRM</u>	<u>4+BEDRM</u>	<u>MOBILE HOME</u>
	\$1256	\$1498	\$2121	\$2360	\$854

V. RENTS AND INCOME

	<u>VOUCHERS</u>
Average HAP Payment:	\$882
Average Tenant Rent:	\$343
Average Contract Rent:	\$1220
Average Annual Income:	\$16408
Hard to House:	9

VI. TOTAL NUMBER OF UNITS LEASED BY BEDROOM SIZE

	<u>1-BEDRM</u>	<u>2-BEDRM</u>	<u>3-BEDRM</u>	<u>4+BEDRM</u>	<u>MOBILE HOME</u>	<u>TOTAL</u>
	1288	898	323	35	24	2568

Form Completed by: Linda Middendorf

8/1/10 = Sunday