## City of Garden Grove

## INTER-DEPARTMENT MEMORANDUM

To:

Matthew J. Fertal

From:

Susan Emery

Dept:

Director

Dept:

Community Development

Subject:

HOUSING AUTHORITY STATUS

Date:

October 26, 2010

REPORT - SEPTEMBER 2010

## **OBJECTIVE**

To provide Housing Authority Commissioners with a summary of September'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.

#### <u>ANALYSIS</u>

The following is a status report for the month of September 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. <u>Initial Qualification (IQ) interviews</u>: Staff conducted 4 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 4

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Briefings: One briefing was conducted this month, and 1 voucher was issued.

<u>Re-certifications</u>: Staff conducted 149 re-examination interviews with participants to determine continued eligibility. Eighty-three families were interviewed who had interim changes in income, which necessitated an adjustment in their portion of the rent.

<u>Moves</u>: Staff met with 13 tenants currently on the program that were moving and were briefed on move procedures.

<u>Terminations</u>: There were 2 families who terminated from the program during the month.

 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 was no prospective FSS participant interviewed for the month of September. There were no new contract signed and no contract was terminated. There are a total of 305 families who have signed contracts for the FSS program. Thirty-seven contracts are active. Ten 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 26 escrow accounts. Fifteen 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. <u>New Leases</u>: There were 29 requests for new lease approvals with 12 units passing and 17 units failing.

<u>Annuals</u>: There were 168 annual inspections conducted this month. Seventy units passed and 98 units failed to meet Housing Quality Standards (HQS) and code requirements. The owners were requested to make the necessary repairs.

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<u>Reinspections</u>: There were 108 re-inspections conducted on units that failed their first inspection.

<u>Move-out</u>: There was no move-out inspection conducted.

<u>Specials</u>: There was no special inspection conducted this month.

<u>Quality Control</u>: There was no quality control inspection 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 September Housing Authority Status Report

SUSAN EMERY

Community Development Director

Bv: Dannv Huvnh

Housing Authority Manager

Attachment 1: Statistical Report

Recommended for Approval

Matthew Fertal General Manager

# GARDEN GROVE HOUSING AUTHORITY "STATISTICAL REPORT"

## September 2010

Employed: 1867 73%  UNITS TOTAL UNITS % PORT IN LEASED ALLOCATED LEASED ADMINISTERED	
2298 2337 98% 269	
III. MONTHLY ACTIVITY BY UNIT SIZE  1-BEDRM 2-BEDRM 3-BEDRM 4+BEDRM HOME TO	OTAL
New Admission 1	]
Annual Reexamination 93 41 19 5 4	162
Interim Reexamination 29 43 13 2 2	89
Portability Move-In 1 2 1	4
Portability Move-Out 2 2 2	б
End Participation 2 3 1	6
Other Change of Unit 7 3 6	16
Annual Reexamination Searching 4 I 4	9
MOBILE IV. CURRENT PAYMENT STANDARD 1-BEDRM 2-BEDRM 3-BEDRM 4+BEDRM HOME	
\$1256 \$1498 \$2121 \$2360 \$854	
V. RENTS AND INCOME VOUCHERS	
Average HAP Payment: \$882	
Average Tenant Rent: \$345 Average Contract Rent: \$1223	
Average Annual Income	
Hard to House:	
8 MODIVE	
	OTAL
<u>1296</u> <u>889</u> <u>323</u> <u>35</u> <u>24</u>	2567

Form Completed by: Linda Middendorf