# City of Garden Grove

## INTER-DEPARTMENT MEMORANDUM

To:

Matthew J. Fertal

From:

Susan Emery

Dept:

Director

Dept:

Community Development

Subject:

HOUSING AUTHORITY STATUS

Date:

November 23, 2010

REPORT - OCTOBER 2010

#### **OBJECTIVE**

To provide Housing Authority Commissioners with a summary of October'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 October 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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<u>Briefings</u>: No briefing was conducted this month, and no voucher was issued.

<u>Re-certifications</u>: Staff conducted 151 re-examination interviews with participants to determine continued eligibility. Fifty-two 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 33 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.

2. <u>Family Self-Sufficiency Program</u>: 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. Seven 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 24 escrow accounts. Six 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 40 requests for new lease approvals with 20 units passing and 20 units failing.

<u>Annuals</u>: There were 203 annual inspections conducted this month. Eighty-five units passed and 118 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 122 re-inspections conducted on units that failed their first inspection.

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

Specials: 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 October Housing Authority Status Report

SUSAN EMERY

Community Development Director

By: Danny Huyhh

Housing Authority Manager

Attachment 1: Statistical Report

Recommended for Approval

Matthew Fertal

Director

# GARDEN GROVE HOUSING AUTHORITY "STATISTICAL REPORT"

#### October 2010

I.	LEASED FAMILIES  Total Participating Families: Elderly: Disabled: Female Head of Household: Employed:	2564 1575 1189 1984 1877		100% 61% 46% 77% 73%		DODG IN	
п.	UNITS UNDER LEASE	UNITS <u>LEASED</u>	TOTAL U ALLOCA		% EASED A	PORT IN ADMINISTER	<u>ED</u>
-		2295	2337		98%	269	
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111.	. MONTHLY ACTIVITY BY UNIT SIZ	<u>æ</u> 1-BEDRM	2-BEDRM	3-BEDRM	4+BEDRM	MOBILE HOME	TOTAL
	New Admission	. 2			`.	•	2
	Annual Reexamination	87	66	27	4	· 2	186
	Interim Reexamination	18	27	12	1	1	59
	Portability Move-In	3	1				4
	Portability Move-Out	8	4	8	2 .	**************************************	22
	End Participation	3	2				5
	Other Change of Unit	11	8	7			26
	Annual Reexamination Searching	6	3	1			10
		***************************************	***************************************				
IV.	CURRENT PAYMENT STANDARD	1-BEDRM	2-BEDRM	3-BEDRM	4+BEDRM	MOBILE HOME	
		\$1256	\$1498	\$2121	\$2360	\$865	
v.	RENTS AND INCOME		VOUCHERS				
	Average HAP Payment:		\$883				
	Average Tenant Rent:		\$348			•	
	Average Contract Rent: Average Annual Income:		\$1226		•		
	Hard to House:		\$15891		•		
			16				
VI.	TOTAL NUMBER OF UNITS LEASED BY BEDROOM SIZE	1-BEDRM	2-BEDRM	3-BEDRM	4+BEDRM	MOBILE HOME	TOTAL.
		1292	890	323	35	24	2564