## **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 23, 2012

REPORT - SEPTEMBER 2012

#### **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.

#### **ANALYSIS**

The following is a status report for the month of September 2012.

## 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 during which 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 is adjusted according to their income.

1. <u>Initial Qualification (IQ) interviews</u>: Staff conducted no Initial Qualification interviews (IQs) from the Waiting List and the following:

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- (a) Emergency Situations 0
- (b) Referred by a Garden Grove Homeless Shelter 1
- (c) Incoming Portability 4

<u>Briefings</u>: No briefings were conducted this month, and no vouchers were issued.

<u>Re-certifications</u>: Staff conducted 194 re-examination interviews with participants to determine continued eligibility. Eighty-six 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 25 tenants currently on the program that were moving and were briefed on move procedures.

<u>Terminations</u>: There were 5 families who terminated from the program during the month.

2. <u>Family Self-Sufficiency Program (FSS)</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 were 2 prospective FSS participants interviewed for the month of September. There were 2 new contracts signed and 2 contracts were terminated. There are a total of 326 families who have signed contracts for the FSS program. Thirty-eight contracts are active. 7 update meetings were held with FSS participants. One hundred and fourteen 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 17 escrow accounts. Twelve escrow accounts are active with monthly deposits. The Authority has paid out a total of \$926,999 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 30.

## **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

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determine that the unit is decent, safe and sanitary, and has passed City building codes.

1. <u>New Leases</u>: There were 24 requests for new lease approvals with 10 units passing and 14 units failing.

<u>Annuals</u>: There were 227 annual inspections conducted this month. One hundred and sixteen units passed and 111 units failed to meet Housing Quality Standards (HQS) and code requirements. The owners were requested to make the necessary repairs.

<u>Re-inspections</u>: There were 126 re-inspections conducted on units that failed their first inspection.

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

Specials: There were no special inspections conducted this month.

<u>Quality Control</u>: There were no 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 2012 September 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"

## September 2012

Ι.	LEASED FAMILIES  Total Participating Families: Elderly: Disabled: Female Head of Household: Employed:	2616 1819 1314 2255 2023 UNITS	TOTAL U	FAMILIES  100%  70%  50%  86%  77%  UNITS	%	PORT IN	
<u>II.</u>	UNITS UNDER LEASE	LEASED 2313	<u>ALLOCA</u> 2337	<del>_</del>	<u> </u>	ADMINISTER 303	ED
		Section of the Party of the Par	***************************************				
III. MONTHLY ACTIVITY BY UNIT SIZE  1-BEDRM 2-BEDRM 3-BEDRM 4+BEDRM HOME							TOTAL
	A	1-BEDRM	2-BEDRM	2-BEDKM	4+BEDRM	HOME	TOTAL
	New Admission Annual Reexamination	100	3	17	3		5
	Interim Reexamination	35	49	16	3	4	163
	Portability Move-In	33	1	10		******	5
	Portability Move-Out	I	1		<del></del>		2
	End Participation	3	2	1	mmminum	***************************************	6
	Other Change of Unit	8	7	3	1	,	19
	Annual Reexamination Searching	5	5	1	· · · · · · · · · · · · · · · · · · ·		11
						*****	
	•	<del></del>	····				·····
IV.	CURRENT PAYMENT STANDARD	1-BEDRM	2-BEDRM	3-BEDRM	4+BEDRM	MOBILE HOME	
		\$1256	\$1498	\$2121	\$2448	\$865	
v.	RENTS AND INCOME		VOUCHERS	3			
	Average HAP Payment:		<u> </u>	<b>.</b>			
	Average Contract Rent:		\$348	•			
	Average Contract Rent: Average Annual Income:		\$1254	<u>.</u>			
	Hard to House:		\$16120	-			
			16				
	TOTAL NUMBER OF UNITS LEASED BY BEDROOM SIZE	1-BEDRM	2-BEDRM	3-BEDRM	4+BEDRM	MOBILE HOME	TOTAL
		1388	864	305	35	24	2616