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 27, 2012

REPORT - OCTOBER 2012

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 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 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 2
- (c) Incoming Portability 0

<u>Briefings</u>: Three briefings were conducted this month, and 19 vouchers were issued.

<u>Re-certifications</u>: Staff conducted 161 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.

<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 3 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 October. There were no new contracts signed and no contracts were terminated. There are a total of 326 families who have signed contracts for the FSS program. Thirty-eight contracts are active. Seven 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 HOUSING AUTHORITY STATUS REPORT OCTOBER 2012 November 27, 2012 Page 3

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

1. <u>New Leases</u>: There were 34 requests for new lease approvals with 12 units passing and 22 units failing.

Annuals: There were 213 annual inspections conducted this month. Eightynine units passed and 124 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 192 re-inspections conducted on units that failed their first inspection.

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

<u>Specials</u>: There was 1 special inspection 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 October Housing Authority Status Report.

SUSAN EMERY

Community Development Director

By: Danny Huynh

Housing Authority Manager

Attachment 1: Statistical Report

Recommended for Approval

Maithew Fertal

Directo

GARDEN GROVE HOUSING AUTHORITY "STATISTICAL REPORT"

October 2012

r.	LEASED FAMILIES Total Participating Families: Elderly: Disabled: Female Head of Household:	2619 1827 1315 2261	·	70% 50% 86%			
	Employed:	2032		78%			
<u>II.</u>	II. UNITS UNDER LEASE L		TOTAL U		% PORT IN <u>EASED</u> <u>ADMINISTERED</u>		
		2316	2337		99%	303	
III. MONTHLY ACTIVITY BY UNIT SIZE 1-BEDRM 2-BEDRM 3-BEDRM 4+BEDRM HOME TO							
	New Admission	2	1				3
	Annual Reexamination	102	57	24	4	2	189
	Interim Reexamination	37	26	10	3		76
	Portability Move-In	2	1	***************************************			3
	Portability Move-Out	3	1	1	**************************************		5
	End Participation	1	2		· · · · · · · · · · · · · · · · · · ·		3
	Other Change of Unit	5	8	5			18
	Annual Reexamination Searching	5	4		***************************************		9
IV.	CURRENT PAYMENT STANDARD	1-BEDRM	2-BEDRM	3-BEDRM	4+BEDRM	MOBILE HOME	
		\$1256	\$1498	\$2121	\$2448	\$881	
	RENTS AND INCOME Average HAP Payment: Average Tenant Rent: Average Contract Rent: Average Annual Income: Hard to House:		\$909 \$348 \$1255 \$16097				
VI. TOTAL NUMBER OF UNITS LEASED BY BEDROOM SIZE		1-BEDRM	2-BEDRM	3-BEDRM	4±DFDD#4	MOBILE HOME	TOTAL T
	ELECTION DI DESIRONI SILIN	1393	865	303	4+BEDRM 34	24	TOTAL 2619
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