

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 2013	Date:	August 27, 2013

OBJECTIVE

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

BACKGROUND/DISCUSSION

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 2013.

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 Qualification 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 - 1

HOUSING AUTHORITY STATUS REPORT

JUNE 2013

August 27, 2013

Page 2

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

Re-certifications: Staff conducted 193 re-examination interviews with participants to determine continued eligibility. Ninety-two families were interviewed who had interim changes in income, which necessitated an adjustment in their portion of the rent.

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

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

2. Family Self-Sufficiency Program (FSS): 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 1 prospective FSS participant interviewed for the month of June. There was 1 new contract signed and 1 contract was terminated. There are a total of 333 families who have signed contracts for the FSS program. Forty-one contracts are active. Two 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 22 escrow accounts. Seventeen 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 determine that the unit is decent, safe and sanitary, and has passed City building codes.

HOUSING AUTHORITY STATUS REPORT

JUNE 2013

August 27, 2013

Page 3

1. New Leases: There were 13 requests for new lease approvals with 4 units passing and 9 units failing.

Annuals: There were 247 annual inspections conducted this month. One hundred and twenty-three units passed and 124 units failed to meet Housing Quality Standards (HQS) and code requirements. The owners were requested to make the necessary repairs.

Re-inspections: There were 129 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.

Quality Control: There were 14 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.

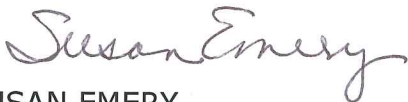
FINANCIAL IMPACT

None.

RECOMMENDATION

It is recommended that the Housing Authority Commissioners:

- Receive and file the 2013 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 2013

I. LEASED FAMILIES	NUMBER	FAMILIES
Total Participating Families:	2608	100%
Elderly:	1336	51%
Disabled:	853	33%
Female Head of Household:	1363	52%
Employed:	1175	45%

II. UNITS UNDER LEASE	UNITS LEASED	TOTAL UNITS ALLOCATED	% LEASED	PORT IN ADMINISTERED
	2299	2337	98%	309

III. MONTHLY ACTIVITY BY UNIT SIZE

	1-BEDRM	2-BEDRM	3-BEDRM	4+BEDRM	MOBILE HOME	TOTAL
New Admission						
Annual Reexamination	125	76	25	1	4	231
Interim Reexamination	20	28	12	2		62
Portability Move-in (S8 only)						
Portability Move-out (S8 only)						
End Participation						
Other Change of Unit		2	1			3
FSS/WtW Addendum Only						
Annual Reexamination Searching (S8)						
Issuance of Voucher (S8 only)						
MTCS Void						
Other Adult	2	2	4			8
Own Business						

IV. CURRENT PAYMENT STANDARD	1-BEDRM	2-BEDRM	3-BEDRM	4+BEDRM	MOBILE HOME
	\$1256	\$1498	\$2121	\$2448	\$881

V. RENTS AND INCOME

	VOUCHERS
Average HAP Payment:	\$907
Average Tenant Rent:	\$356
Average Contract Rent:	\$1263
Average Annual Income:	\$15997
Hard to House:	3

VI. TOTAL NUMBER OF UNITS LEASED BY BEDROOM SIZE

	1-BEDRM	2-BEDRM	3-BEDRM	4+BEDRM	MOBILE HOME	TOTAL
	1413	842	294	35	24	2608

Form Completed by:

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

Re-certifications: Staff conducted 213 re-examination interviews with participants to determine continued eligibility. Sixty-seven families were interviewed who had interim changes in income, which necessitated an adjustment in their portion of the rent.

Moves: Staff met with 17 tenants currently on the program that were moving and were briefed on move procedures.

Terminations: There were 3 families who terminated from the program during the month.

2. Family Self-Sufficiency Program (FSS): 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 1 prospective FSS participant interviewed for the month of July. There were no new contracts signed and 1 contract was terminated. There are a total of 333 families who have signed contracts for the FSS program. Forty-one contracts are active. Five 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 22 escrow accounts. Nineteen 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 determine that the unit is decent, safe and sanitary, and has passed City building codes.

1. New Leases: There were 16 requests for new lease approvals with 6 units passing and 10 units failing.

Annuals: There were 201 annual inspections conducted this month. One hundred and two units passed and 99 units failed to meet Housing Quality Standards (HQS) and code requirements. The owners were requested to make the necessary repairs.

Re-inspections: There were 178 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.

Quality Control: There were 3 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.

FINANCIAL IMPACT

None

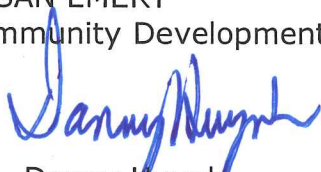
RECOMMENDATION

It is recommended that the Housing Authority Commissioners:

- Receive and file the 2013 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 HOUSE
"STATISTICAL REPORT"**

July 2013

I. LEASED FAMILIES	NUMBER	FAMILIES
Total Participating Families:	2589	100%
Elderly:	1334	52%
Disabled:	846	33%
Female Head of Household:	1353	52%
Employed:	1169	45%

II. UNITS UNDER LEASE	UNITS LEASED	TOTAL UNITS ALLOCATED	% LEASED	PORT IN ADMINISTERED
	2280	2337	98%	309

III. MONTHLY ACTIVITY BY UNIT SIZE

	1-BEDRM	2-BEDRM	3-BEDRM	4+BEDRM	MOBILE HOME	TOTAL
New Admission						
Annual Reexamination	101	74	23	1	2	201
Interim Reexamination	24	22	12	1	3	62
Portability Move-in (S8 only)						
Portability Move-out (S8 only)						
End Participation						
Other Change of Unit	4	1				5
FSS/WtW Addendum Only						
Annual Reexamination Searching (S8)						
Issuance of Voucher (S8 only)						
MTCS Void						
Other Adult	3	11	7			21
Own Business						

IV. CURRENT PAYMENT STANDARD	1-BEDRM	2-BEDRM	3-BEDRM	4+BEDRM	MOBILE HOME
	\$1256	\$1498	\$2121	\$2448	\$881

V. RENTS AND INCOME

	VOUCHERS
Average HAP Payment:	\$907
Average Tenant Rent:	\$357
Average Contract Rent:	\$1264
Average Annual Income:	\$16016
Hard to House:	4

VI. TOTAL NUMBER OF UNITS LEASED BY BEDROOM SIZE	1-BEDRM	2-BEDRM	3-BEDRM	4+BEDRM	MOBILE HOME	TOTAL
	1407	834	291	34	23	2589

Form Completed by: