

## City of Garden Grove

### INTER-DEPARTMENT MEMORANDUM

To: Matthew Fertal                                  From: Susan Emery  
Dept: Director                                        Dept: Community Development  
Subject: HOUSING AUTHORITY STATUS        Date: September 22, 2009  
REPORT - AUGUST, 2009

#### OBJECTIVE

To provide Housing Authority Commissioners with a summary of August'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 2,300 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 August 2009.

#### 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 Qualifying interviews (IQs) from the Waiting List and the following:
  - (a) Emergency Situations - 0
  - (b) Referred by a Garden Grove Homeless Shelter
  - (c) Incoming Portability - 10

## HOUSING AUTHORITY STATUS REPORT

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

Re-certifications: Staff conducted 262 re-examination interviews with participants to determine continued eligibility. One hundred fifty-four families were interviewed who had interim changes in income, which necessitated an adjustment in their portion of the rent.

Moves: Staff met with 31 tenants currently on the program that were moving and were briefed on move procedures.

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

2. 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 were two prospective FSS participants who were interviewed for the month of August. There were two new contracts signed and two contracts were terminated. There are a total of 294 families who have signed contracts for the FSS program. Thirty-three contracts are active. Eight update meetings were held with FSS participants. One hundred and four 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 19 escrow accounts. Fourteen escrow accounts are active with monthly deposits. The Authority has paid out a total of \$824,072 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 40.

### 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 45 requests for new lease approvals with 16 units passing and 29 units failing.

Annuals: There were 241 annual inspections conducted this month. One hundred thirty-three units passed and 108 units failed to meet Housing Quality Standards (HQS) and code requirements. The owners were requested to make the necessary repairs.

Reinspections: There were 107 reinspections 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 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.

#### COMMUNITY VISION IMPLEMENTATION

Seek to ensure quality housing opportunities in the community, without unduly burdening existing residents.

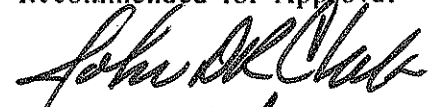
#### RECOMMENDATION

It is recommended that the Housing Authority Commissioners:

- Receive and file the 2009 August Housing Authority Status Report

  
SUSAN EMERY  
Community Development Director

  
By: Mary Ann Hamamura  
Deputy Director

Recommended for Approval  
  
Matthew Fertal  
Director for

Attachment 1: Statistical Report

**GARDEN GROVE HOUSING AUTHORITY**  
**"STATISTICAL REPORT"**

August 2009

<u>I. LEASED FAMILIES</u>	<u>NUMBER</u>	<u>FAMILIES</u>
Total Participating Families:	2525	100%
Elderly:	1435	57%
Disabled:	1093	43%
Female Head of Household:	1844	73%
Employed:	1795	71%

<u>II. UNITS UNDER LEASE</u>	<u>UNITS LEASED</u>	<u>TOTAL UNITS ALLOCATED</u>	<u>% LEASED</u>
	2525	2337	108%

III. MONTHLY ACTIVITY BY UNIT SIZE

	<u>1-BEDRM</u>	<u>2-BEDRM</u>	<u>3-BEDRM</u>	<u>4+BEDRM</u>	<u>MOBILE HOME</u>	<u>TOTAL</u>
New Admission	2	5	1			8
Annual Reexamination	79	54	12		2	147
Interim Reexamination	72	51	16	2	1	142
Portability Move-In	23	10	6	1		40
Portability Move-Out	2	2	2			6
End Participation	2	2				4
Other Change of Unit	11	12	5	2		30
Annual Reexamination Searching	3		1	2		6

<u>IV. CURRENT PAYMENT STANDARD</u>	<u>1-BEDRM</u>	<u>2-BEDRM</u>	<u>3-BEDRM</u>	<u>4+BEDRM</u>	<u>MOBILE HOME</u>
	\$1197	\$1436	\$2054	\$2360	\$818

<u>V. RENTS AND INCOME</u>	<u>VOUCHERS</u>
Average HAP Payment:	\$848
Average Tenant Rent:	\$358
Average Contract Rent:	\$1201
Average Annual Income:	\$16159
Hard to House:	24

<u>VI. TOTAL NUMBER OF UNITS LEASED BY BEDROOM SIZE</u>	<u>1-BEDRM</u>	<u>2-BEDRM</u>	<u>3-BEDRM</u>	<u>4+BEDRM</u>	<u>MOBILE HOME</u>	<u>TOTAL</u>
	1238	915	314	35	23	2525

Form Completed by: Linda Middendorf