



## AGENDA

Garden Grove Housing Authority

Tuesday,  
August 28, 2018

6:30 PM

Community Meeting Center, 11300  
Stanford Avenue, Garden Grove, CA  
92840

**Stephanie Klopfenstein**  
Chair  
**Thu-Ha Nguyen**  
Vice Chair  
**Kris Beard**  
Commissioner  
**Carol Beckles**  
Commissioner  
**Patrick Phat Bui**  
Commissioner  
**Steven R. Jones**  
Commissioner  
**Kim B. Nguyen**  
Commissioner  
**John R. O'Neill**  
Commissioner  
**Stephen Solorio**  
Commissioner

---

**Meeting Assistance:** Any person requiring auxiliary aids and services, due to a disability, to address the Housing Authority, should contact the City Clerk's Office 72 hours prior to the meeting to arrange for accommodations. Phone: 714) 741-5040.

**Agenda Item Descriptions:** Are intended to give a brief, general description of the item. The Housing Authority may take legislative action deemed appropriate with respect to the item and is not limited to the recommended action indicated in staff reports or the agenda.

**Documents/Writings:** Any revised or additional documents/writings related to an item on the agenda distributed to all or a majority of the Commissioners within 72 hours of a meeting, are made available for public inspection at the same time (1) in the City Clerk's Office at 11222 Acacia Parkway, Garden Grove, CA 92840, during normal business hours; (2) on the City's website as an attachment to the Housing Authority meeting agenda; and (3) at the Council Chamber at the time of the meeting.

**Public Comments:** Members of the public desiring to address the Housing Authority are requested to complete a **pink speaker card** indicating their name and address, and identifying the subject matter they wish to address. This card should be given to the City Clerk prior to the start of the meeting. General comments are made during "Oral Communications," and should be limited to matters under consideration and/or what the Housing Authority has jurisdiction over. Persons wishing to address the Housing Authority regarding a Public Hearing matter will be called to the podium at the time the matter is being considered.

**Manner of Addressing the Housing Authority:** After being called by the Chair, you may approach the podium, it is requested that you state your name for the record, and proceed to address the Housing Authority. All remarks and questions should be addressed to the Housing Authority as a whole and not to individual Commissioners or staff members. Any person making impertinent, slanderous, or profane remarks or who becomes boisterous while addressing the Housing Authority shall be called to order by the Chair. If such conduct continues, the Chair may order the person barred from addressing the Housing Authority any further during that meeting.

**Time Limitation:** Speakers must limit remarks for a total of (5) five minutes. When any group of persons wishes to address the Housing Authority on the same subject matter, the Chair may request a spokesperson be chosen to represent the group, so as to avoid unnecessary repetition. At the Housing Authority's discretion, a limit on the total amount of time for public comments during Oral Communications and/or a further limit on the time allotted to each speaker during Oral Communications may be set.

***PLEASE SILENCE YOUR CELL PHONES DURING THE MEETING.***

## AGENDA

### Open Session

6:30 PM

ROLL CALL: COMMISSIONER BEARD, COMMISSIONER BECKLES, COMMISSIONER BUI, COMMISSIONER JONES, COMMISSIONER K. NGUYEN, COMMISSIONER O'NEILL, COMMISSIONER SOLORIO, VICE CHAIR T. NGUYEN, CHAIR KLOPFENSTEIN

1. ORAL COMMUNICATIONS

2. CONSENT ITEMS

*(Consent Items will be acted on simultaneously with one motion unless separate discussion and/or action is requested by a Housing Authority Commissioner.)*

2.a. Receive and file the Housing Authority Status Report for July 2018. *(Action Item)*

2.b. Receive and file minutes from the meeting held on July 24, 2018. *(Action Item)*

3. MATTERS FROM CHAIR, COMMISSIONERS AND DIRECTOR

4. ADJOURNMENT

The next Regular Meeting of the Housing Authority will be held on Tuesday, September 25, 2018, at 5:30 p.m. in the Community Meeting Center, 11300 Stanford Avenue, Garden Grove, California.



- (a) Emergency Situations - 0
- (b) Referred by a Garden Grove Homeless Shelter - 0
- (c) Incoming Portability - 6

Briefings: Two briefings were conducted this month, and 16 vouchers were issued.

Re-certifications: Staff conducted 210 re-examination interviews with participants to determine continued eligibility. Ninety-three were interviewed who had interim changes in income, which necessitated an adjustment in their portion of the rent.

Moves: Staff met with 14 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.

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 one prospective FSS participant interviewed for the month of July. There was one contract signed and one contract was terminated. There are a total of 380 families who have signed contracts for the FSS program. Forty-three contracts are active. Four update meetings were held with FSS participants.

One hundred and thirty-one families have completed their FSS goals and 61 of these are self-sufficient and no longer need housing assistance. Eight families have purchased houses. There are 29 escrow accounts. Twenty-five escrow accounts are active with monthly deposits.

The Authority has paid out a total of \$1,080,219 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 14.

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 a biennial 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.

New Leases: There were 17 requests for new lease approvals with seven units passing and 10 units failing.

Annuals: There were 108 annual inspections conducted this month. Thirty-three units passed and 75 units failed to meet Housing Quality Standards (HQS) and code requirements. The owners were requested to make the necessary repairs.

Re-inspections: There were 142 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.

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.

**FINANCIAL IMPACT**

None.

**RECOMMENDATION**

It is recommended that the Housing Authority Commissioners:

- Receive and file the 2018 July Housing Authority Status Report.

By: Danny Huynh, Housing Manager

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>	<b>File Name</b>
Statistical report	8/10/2018	Cover Memo	Statistical_report_-_July.pdf

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

July 2018

<b>I. <u>LEASED FAMILIES</u></b>	<b><u>NUMBER</u></b>	<b><u>FAMILIES</u></b>
Total Participating Families:	—2504-	100%
Elderly:	1501	60%
Disabled:	774	31%
Female Head of Household:	1320	53%
Employed:	1070	43%

<b>II. <u>UNITS UNDER LEASE</u></b>	<b><u>UNITS LEASED</u></b>	<b><u>TOTAL UNITS ALLOCATED</u></b>	<b><u>% LEASED</u></b>	<b><u>PORT IN ADMINISTERED</u></b>
	—2212-	2337	95%	292

<b>III. <u>CURRENT PAYMENT STANDARD</u></b>	<b><u>1-BEDRM</u></b>	<b><u>2-BEDRM</u></b>	<b><u>3-BEDRM</u></b>	<b><u>4+BEDRM</u></b>	<b><u>MOBILE HOME</u></b>
	\$1403	\$1763	\$2442	\$2832	_____

<b>IV. <u>RENTS AND INCOME</u></b>	<b><u>VOUCHERS</u></b>
Average HAP Payment:	\$1003
Average Tenant Rent:	\$421
Average Contract Rent:	\$1422
Average Annual Income:	\$18164
Hard to House:	2

<b>V. <u>TOTAL NUMBER OF UNITS LEASED BY BEDROOM SIZE</u></b>	<b><u>1-BEDRM</u></b>	<b><u>2-BEDRM</u></b>	<b><u>3-BEDRM</u></b>	<b><u>4+BEDRM</u></b>	<b><u>MOBILE HOME</u></b>	<b><u>TOTAL</u></b>
	1525	724	210	26	19	—2504—

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

July 2018

**VI. 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	5	7				12
Annual Reexamination	129	68	18	1	2	218
Interim Reexamination	73	59	15	4	1	152
Portability Move-in (S8 only)		1				1
Portability Move-out (S8 only)	4	2	1			7
End Participation	4	1	2			7
Other Change of Unit	10	9	4		1	24
Annual Reexamination Searching (S8)	1					1
Accounting Adjustment		3			1	4
Own Business				2		2

Form Completed by:



MINUTES

GARDEN GROVE HOUSING AUTHORITY

Regular Meeting

Tuesday, July 24, 2018

Community Meeting Center

11300 Stanford Avenue, Garden Grove, California 92840

Commissioner O'Neill attended the meeting remotely via Skype from the Tenaya Lodge, 1122 Highway 41, Fish Camp, California 93623

CONVENE MEETING

At 6:35 p.m., Chair Klopfenstein convened the meeting in the Council Chamber.

ROLL CALL    PRESENT:        (8)    Chair Klopfenstein, Commissioners Beckles, Beard, Jones, K. Nguyen, T. Nguyen, O'Neill, Solorio

                  ABSENT:        (1)    Commissioner Bui

ORAL COMMUNICATIONS

Speakers: None.

HOUSING AUTHORITY STATUS REPORT FOR JUNE 2018 (F: H-117.2)

It was moved by Commissioner Jones, seconded by Chair Klopfenstein that:

The Housing Authority Status Report for June 2018, be received and filed.

The motion carried by a 8-0-1 vote as follows:

Ayes:        (8)    Beard, Beckles, Jones, Klopfenstein, K. Nguyen, T. Nguyen, O'Neill, Solorio  
Noes:        (0)    None  
Absent:      (1)    Bui

RECEIVE AND FILE MINUTES FROM THE JUNE 26, 2018, MEETING (F: Vault)

It was moved by Commissioner Jones, seconded by Chair Klopfenstein that:

The minutes from the meeting held on June 26, 2018, be received and filed.

The motion carried by a 8-0-1 vote as follows:

Ayes: (8) Beard, Beckles, Jones, Klopfenstein, K. Nguyen, T.  
Nguyen, O'Neill, Solorio  
Noes: (0) None  
Absent: (1) Bui

ADJOURNMENT

At 6:37 p.m., Chair Klopfenstein adjourned the meeting. The next Regular Housing Authority Meeting will be held Tuesday, August 28, 2018, at 5:30 p.m., at the Community Meeting Center, 11300 Stanford Avenue, Garden Grove, California.

Teresa Pomeroy, CMC  
Secretary