



## AGENDA

Garden Grove Housing Authority

Tuesday,  
September 24, 2019

6:30 PM

Community Meeting Center 11300  
Stanford Avenue Garden Grove  
California 92840

**Patrick Phat Bui**  
Chair

**Kim B. Nguyen**  
Vice Chair

**Carol Beckles**  
Commissioner

**George S. Brietigam**  
Commissioner

**Steven R. Jones**  
Commissioner

**Stephanie  
Klopfenstein**  
Commissioner

**Thu-Ha Nguyen**  
Commissioner

**John R. O'Neill**  
Commissioner

**Stephen Solorio**  
Commissioner

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**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 BECKLES, COMMISSIONER BRIETIGAM, COMMISSIONER JONES, COMMISSIONER KLOPFENSTEIN, COMMISSIONER T. NGUYEN, COMMISSIONER O'NEILL, COMMISSIONER SOLORIO, VICE CHAIR K. NGUYEN, CHAIR BUI

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 August 2019.  
*(Action Item)*

2.b. Receive and file minutes from the meeting held on August 27, 2019.  
*(Action Item)*

3. MATTERS FROM CHAIR, COMMISSIONERS AND DIRECTOR

4. ADJOURNMENT

The next Regular Housing Authority Meeting will be held on Tuesday, October 22, 2019, 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 - 0

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

Re-certifications: Staff conducted 266 re-examination interviews with participants to determine continued eligibility. Eighty-six 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 7 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 were two prospective FSS participants interviewed for the month of August. There were two contracts signed and no contracts were terminated. There are a total of 390 families who have signed contracts for the FSS program. Forty-six contracts are active. Six update meetings were held with FSS participants.

One hundred and thirty-two families have completed their FSS goals and 64 of these are self-sufficient and no longer need housing assistance. Eight families have purchased houses. There are 30 escrow accounts. Twenty-four escrow accounts are active with monthly deposits.

The Authority has paid out a total of \$1,181,506 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 13.

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 12 requests for new lease approvals with two units passing and 10 units failing.

Annuals: There were 166 annual inspections conducted this month. Sixty-seven 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 111 re-inspections conducted on units that failed their first inspection.

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

Specials: There was one special inspection conducted.

Quality Control: There were three 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 2019 August 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	9/5/2019	Cover Memo	Statistical_report_-_August.pdf

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

August 2019

<b>I. <u>LEASED FAMILIES</u></b>	<b><u>NUMBER</u></b>				<b><u>FAMILIES</u></b>	
Total Participating Families:	<u>2522</u>				<u>100%</u>	
Elderly:	<u>1543</u>				<u>61%</u>	
Disabled:	<u>772</u>				<u>31%</u>	
Female Head of Household:	<u>1354</u>				<u>54%</u>	
Employed:	<u>1070</u>				<u>42%</u>	
<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>		
	<u>2213</u>	<u>2337</u>	<u>95%</u>	<u>309</u>		
<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>	
	<u>\$1518</u>	<u>\$1894</u>	<u>\$2662</u>	<u>\$3040</u>	<u>          </u>	
<b>IV. <u>RENTS AND INCOME</u></b>	<b><u>VOUCHERS</u></b>					
Average HAP Payment:	<u>\$1087</u>					
Average Tenant Rent:	<u>\$424</u>					
Average Contract Rent:	<u>\$1510</u>					
Average Annual Income:	<u>\$18999</u>					
Hard to House:	<u>3</u>					
<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>
	<u>1564</u>	<u>717</u>	<u>197</u>	<u>27</u>	<u>17</u>	<u>2522</u>

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

August 2019

**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	7			1		8
Annual Reexamination	147	61	18	2	2	230
Interim Reexamination	80	53	12	2		147
Portability Move-in (S8 only)		2		1		3
Portability Move-out (S8 only)		1	2			3
End Participation	4	2	2			8
Other Change of Unit	3	3				6
Annual Reexamination Searching (S8)	3	2				5
Accounting Adjustment	18	4				22

Form Completed by:





MINUTES

GARDEN GROVE HOUSING AUTHORITY

Regular Meeting

Tuesday, August 27, 2019

Community Meeting Center

11300 Stanford Avenue, Garden Grove, California 92840

CONVENE MEETING

At 6:42 p.m., Chair Bui convened the meeting in the Council Chamber.

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

ABSENT:      (1)      Solorio

ORAL COMMUNICATIONS

Speakers: None.

APPROPRIATION OF FUNDING AND AWARD OF SUB-RECIPIENT CONTRACTS TO  
INTERVAL HOUSE CRISIS SHELTERS AND MERCY HOUSE LIVING CENTERS FOR  
THE OPERATION OF A HOMELESS EMERGENCY ASSISTANCE RENTAL TRANSITION  
PROGRAM

Staff announced that this is a joint action with the Garden Grove City Council, and following staff introduction and Council Member/Commissioner Bui clarification that this matter is not related to Section 8 housing benefits, the following actions were taken:

City Council Action

It was moved by Mayor Jones, seconded by Council Member Bui that:

HOME funds be appropriated in the amount of \$500,000 to fund the Homeless Emergency Assistance Rental Transition (HEART) program; and

Sub-recipient contracts be awarded to Interval House Crisis Shelters and Mercy House Living Centers; and

The City Manager be authorized to execute the contracts and make minor modifications as appropriate on behalf of the City.

The motion carried by a 7-0 vote as follows:

Ayes: (7) Brietigam, O'Neill, T. Nguyen, Bui, Klopfenstein, K.  
Nguyen, Jones  
Noes: (0) None

Housing Authority Action

It was moved by Commissioner O'Neill, seconded by Commissioner K. Nguyen that:

Low-Mod Income Housing Trust Funds in the amount of \$100,000, be appropriated into the Fiscal Year 2019-20 budget to fund the Homeless Emergency Assistance Rental Transition (HEART) program.

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

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

RECEIVE AND FILE THE HOUSING AUTHORITY STATUS REPORT FOR JUNE 2019  
(F: H-117.2)

It was moved by Commissioner K. Nguyen, seconded by Commissioner Brietigam that:

The Housing Authority Status Report for June 2019, be received and filed.

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

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

RECEIVE AND FILE THE HOUSING AUTHORITY STATUS REPORT FOR JULY 2019  
(F: H-117.2)

It was moved by Commissioner K. Nguyen, seconded by Commissioner Brietigam that:

The Housing Authority Status Report for July 2019, be received and filed.

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

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

RECEIVE AND FILE MINUTES FROM THE JUNE 25, 2019, MEETING (F: Vault)

It was moved by Commissioner K. Nguyen, seconded by Commissioner Brietigam that:

Minutes from the meeting held on June 25, 2019, be received and filed.

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

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

APPROPRIATION OF FUNDING AND AWARD OF SUB-RECIPIENT CONTRACTS TO INTERVAL HOUSE CRISIS SHELTERS AND MERCY HOUSE LIVING CENTERS FOR THE OPERATION OF A HOMELESS EMERGENCY ASSISTANCE RENTAL TRANSITION PROGRAM

This matter was considered earlier in the meeting jointly with the City Council.

ADJOURNMENT

At 6:50 p.m., Chair Bui adjourned the meeting. The next Regular Housing Authority Meeting will be held Tuesday, September 24, 2019, at 5:30 p.m., at the Community Meeting Center, 11300 Stanford Avenue, Garden Grove, California.

Teresa Pomeroy, CMC  
Secretary