



AGENDA

Garden Grove Housing Authority

Tuesday,
June 23, 2020

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

Diedre Thu-Ha Nguyen
Commissioner

John R. O'Neill
Commissioner

Stephen Solorio
Commissioner

COVID-19 Information: Masks are required to be worn and adherence to six foot distancing from others when attending public meetings.

Meeting Assistance: Any person requiring auxiliary aids and services, due to a disability, to address the City Council, 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 City Council 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 Council Members 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 City Council meeting agenda; and (3) at the Council Chamber at the time of the meeting.

Public Comments: Members of the public desiring to address the City Council 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 City Council has jurisdiction over. Persons wishing to address the City Council regarding a Public Hearing matter will be called to the podium at the time the matter is being considered.

Manner of Addressing the City Council: After being called by the Mayor, you may approach the

podium, it is requested that you state your name for the record, and proceed to address the City Council. All remarks and questions should be addressed to the City Council as a whole and not to individual Council Members or staff members. Any person making impertinent, slanderous, or profane remarks or who becomes boisterous while addressing the City Council shall be called to order by the Mayor. If such conduct continues, the Mayor may order the person barred from addressing the City Council any further during that meeting.

Time Limitation: When any group of persons wishes to address the City Council on the same subject matter, the Mayor may request a spokesperson be chosen to represent the group, so as to avoid unnecessary repetition. At the City Council'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 D. 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 May 2020. *(Action Item)*

2.b. Receive and file minutes from the meeting held on May 26, 2020. *(Action Item)*

3. ITEMS FOR CONSIDERATION

3.a. Adoption of Resolution Amending the Fiscal Year 2020-21 Housing Authority Budget. *(Joint Action Item with the City Council)*

4. MATTERS FROM CHAIR, COMMISSIONERS AND DIRECTOR

5. ADJOURNMENT

The next Regular Housing Authority Meeting will be on Tuesday, July 28, 2020, at 5:30 p.m. in the Community Meeting Center, 11300 Stanford Avenue, Garden Grove, California.

City of Garden Grove

INTER-DEPARTMENT MEMORANDUM

To: Scott C. Stiles From: Maria Stipe
Dept.: Director Dept.: City Manager
Subject: Receive and file the Housing Authority Status Report for
May 2020. (*Action Item*) Date: 6/23/2020

OBJECTIVE

To provide Housing Authority Commissioners the May 2020 Housing Authority Status Report.

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 a biennial 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.

DISCUSSION

The following is a status report for the month of May 2020:

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 re-certified for eligibility at least annually and their portion of the rent adjusted according to their income.

INITIAL QUALIFICATION (IQ) INTERVIEWS: Staff conducted 22 Initial Qualification interviews (IQ) from the Waiting List and the following:

- (a) Emergency Situations - 0
- (b) Referred by a Garden Grove Homeless Shelter - 0
- (c) Incoming Portability - 3

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

Re-certifications: Staff conducted 237 re-examination interviews with participants to determine continued eligibility. One hundred and eighty-eight were interviewed who had interim changes in income, which necessitated an adjustment in their portion of the rent.

Moves: Staff met with eight 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 were no prospective FSS participant interviewed for the month of May. There were no contract signed and no contracts were terminated. There are a total of 391 families who have signed contracts for the FSS program. Forty-two contracts are active. Sixteen update meetings were held with FSS participants.

One hundred and thirty-three families have completed their FSS goals and 65 of these are self-sufficient and no longer need housing assistance. Eight families have purchased houses. There are 33 escrow accounts. Twenty-six escrow accounts are active with monthly deposits.

The Authority has paid out a total of \$1,112,090 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 12.

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 20 requests for new lease approvals with four units passing and 16 units failing.

Annuals: There were no annual inspections conducted this month.

Re-inspections: There were 13 re-inspections conducted on units that failed their first inspection.

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

Specials: There were no special inspection conducted.

Quality Control: There were no quality control inspection 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 2020 May Housing Authority Status Report.

By: Danny Huynh, Housing Manager

ATTACHMENTS:

Description	Upload Date	Type	File Name
Statistical report	6/8/2020	Cover Memo	Staticial_Report_-_May.pdf

GARDEN GROVE HOUSING AUTHORITY
"STATISTICAL REPORT"
May 2020

<u>I. LEASED FAMILIES</u>	<u>NUMBER</u>	<u>FAMILIES</u>
Total Participating Families:	<u>2527</u>	<u>100%</u>
Elderly:	<u>1568</u>	<u>62%</u>
Disabled:	<u>765</u>	<u>30%</u>
Female Head of Household:	<u>1367</u>	<u>54%</u>
Employed:	<u>824</u>	<u>33%</u>

<u>II. UNITS UNDER LEASE</u>	<u>UNITS LEASED</u>	<u>TOTAL UNITS ALLOCATED</u>	<u>% LEASED</u>	<u>PORT IN ADMINISTERED</u>
	<u>2216</u>	<u>2337</u>	<u>95%</u>	<u>311</u>

<u>III. CURRENT PAYMENT STANDARD</u>	<u>1-BEDRM</u>	<u>2-BEDRM</u>	<u>3-BEDRM</u>	<u>4+BEDRM</u>	<u>MOBILE HOME</u>
	<u>\$1,624</u>	<u>\$2,017</u>	<u>\$2,819</u>	<u>\$3,256</u>	<u></u>

<u>IV. RENTS AND INCOME</u>	<u>VOUCHERS</u>
Average HAP Payment:	<u>\$1,164</u>
Average Tenant Rent:	<u>\$388</u>
Average Contract Rent:	<u>\$1,587</u>
Average Annual Income:	<u>\$17,907</u>
Hard to House	<u>3</u>

<u>V. 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>
	<u>1575</u>	<u>710</u>	<u>196</u>	<u>29</u>	<u>17</u>	<u>2527</u>

GARDEN GROVE HOUSING AUTHORITY**"STATISTICAL REPORT"****May 2020****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		1				1
Annual Reexamination	133	69	13	1	3	219
Interim Reexamination	95	111	46	4	1	257
Portability Move-in (S8 only)	2					2
End Participation	2	1				3
Other Change of Unit	6	8	5			19
Annual Reexamination Searching (S8	2	1				3
Other Adult		3				3

Form Completed by: Linda Middendorf

City of Garden Grove

INTER-DEPARTMENT MEMORANDUM

To: Scott C. Stiles From: Teresa Pomeroy
Dept.: Director Dept.: Secretary
Subject: Receive and file minutes Date: 6/23/2020
 from the meeting held on
 May 26, 2020. (*Action Item*)

Attached are the minutes from the meeting held on May 26, 2020, recommended to be received and filed as submitted or amended.

ATTACHMENTS:

Description	Upload Date	Type	File Name
Minutes	6/17/2020	Minutes	sd-min_05_26_2020.pdf

MINUTES

GARDEN GROVE SANITARY DISTRICT BOARD OF DIRECTORS

Regular Meeting

Tuesday, May 26, 2020

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

CONVENE MEETING

At 6:40 p.m., President Bui convened the meeting telephonically.

ROLL CALL PRESENT: (7) Members Brietigam, D. Nguyen, Jones,
Klopfenstein, K. Nguyen, Vice President
O'Neill, President Bui

ABSENT: (0) None

ORAL COMMUNICATIONS

Speakers: Craig Durfey, Nicholas Dibs.

Electronic Communications received from: Cesar Covarrubias, Nicholas Dibs,
Tracy La, Tina Lam, Lien Huynh, Elaine Le, Minh Pham, Jenny Vo, Lena Tran, Allison
Vo, Moc Le B. Nguyen, Kevin Ha, Kathleen Nguyen, Indigo Vu, Christina Nguyen,
Vincent Tran, Chloe Vo.

RECESS

At 6:50 p.m., President Bui declared a recess.

RECONVENE

At 6:52 p.m., President Bui reconvened the meeting with all Members present telephonically.

RECEIVE AND FILE MINUTES FROM THE MEETING HELD ON APRIL 28, 2020 (F: Vault)

It was moved by Member Brietigam, seconded by Vice President O'Neill that:

The minutes from the meeting held on April 28, 2020, be received and filed.

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

Ayes: (7) Brietigam, O'Neill, D. Nguyen, Jones, Klopfenstein,
K. Nguyen, Bui
Noes: (0) None

ADJOURNMENT

At 6:53 p.m., President Bui adjourned the meeting. The next meeting is scheduled for Tuesday, June 23, 2020, at 5:30 p.m. at the Community Meeting Center, 11300 Stanford Avenue, Garden Grove, California.

Teresa Pomeroy, CMC
Secretary

City of Garden Grove

INTER-DEPARTMENT MEMORANDUM

To: Scott C. Stiles From: Patricia Song

Dept.: Director Dept.: Finance

Subject: Adoption of Resolution Date: 6/23/2020
Amending the Fiscal Year
2020-21 Housing Authority
Budget. (*Joint Action Item
with the City Council*)

OBJECTIVE

For the Housing Authority and City Council to adopt a Resolution amending the Housing Authority's budget for Fiscal Year 2020-21.

BACKGROUND

The Section 8 Rental Assistance Program is a federally funded program through the Department of Housing and Urban Development (HUD) that assists very-low income families, seniors and disabled persons in the payment of the rent on privately owned rental units. Under this program, qualified participants pay a percentage of their adjusted income toward the rent and the Housing Authority pays the balance to the owner utilizing federal funds received from HUD. The rental units subsidized under the program are inspected annually to ensure that they are decent, safe, and sanitary and have no building code violations. The Authority ensures that the total monthly rent is comparable to rents being paid on similar non-subsidized units, and owners are encouraged to improve their properties to make them eligible for an annual rent increase.

In addition, as part of the dissolution of the Garden Grove Redevelopment Agency (Agency) in February 2012, the Housing Authority has taken on the Housing components of the former Agency. These assets include land purchased with housing set aside funds.

On June 25, 2019, the City Council approved a biennial budget for FY 2019-20 and FY 2020-21. As new revenue data and expenditure needs have changed, it is necessary to perform a mid-cycle review and amend the second year, FY 2020-21 budget for various funds and programs.

DISCUSSION

The Housing Authority's amended budget for FY 2020-21 totals \$36.2 million. This is an increase of \$0.2 million from the adopted biennial budget. The increase is attributable to increased funding for housing successor agency related projects. Funds for housing assistance payments and the family self-sufficiency program remain unchanged.

FINANCIAL IMPACT

The Housing Authority receives funding for the Section 8 Rental Assistance Program from the Department of Housing and Urban Development (HUD). The level of funding is based on annual appropriations approved by Congress. Revenues generated from rentals and housing agreements will be used to administer affordable housing assets.

RECOMMENDATION

It is recommended that the Garden Grove Housing Authority and City Council:

- Adopt the attached Resolution amending the Housing Authority's budget for Fiscal Year 2020-21.

ATTACHMENTS:

Description	Upload Date	Type	File Name
HA Resolution Amending FY 20-21 Budget	6/12/2020	Resolution	6-23- 20_Resolution_HA_Amend_FY_20.21.pdf
HA FY 2020-21 Amended Budget	6/11/2020	Backup Material	FY_2020-21_Housing_Budget.pdf

GARDEN GROVE HOUSING AUTHORITY

RESOLUTION NO.

A RESOLUTION OF THE GARDEN GROVE HOUSING AUTHORITY AMENDING THE
BUDGET FOR FISCAL YEAR 2020-21

WHEREAS, the Garden Grove Housing Authority adopted a two-year budget on June 25, 2019, for Fiscal Year 2019-20 and Fiscal Year 2020-21; and

WHEREAS, it is necessary to amend the adopted budget for Fiscal Year 2020-21 for adjustments in Housing Authority expenditures.

NOW, THEREFORE, BE IT RESOLVED that the Director is hereby authorized to expend in accordance with Section 34200, et seq., of the Health and Safety Code of the State of California on behalf of the Garden Grove Housing Authority an amount of \$36,165,708 for Fiscal Year 2020-21 from new appropriations and reserved fund balances for the planned activities shown below:

<u>Expenditures</u>	<u>Adopted FY 2020-21</u>	<u>Revised FY 2020-21</u>
Administration	\$ 3,115,019	\$ 3,305,985
Property Management	147,120	147,120
Family Self-Sufficiency Program	143,140	143,140
Housing Assistance Payments	<u>32,569,463</u>	<u>32,569,463</u>
Total Expenditures	\$ 35,974,742	\$ 36,165,708

BE IT FURTHER RESOLVED by the Garden Grove Housing Authority that the total of \$36,165,708 for Fiscal Year 2020-21, which the Director is authorized to expend in accordance with the laws of the State of California, shall be appropriated from the following funds for the Fiscal Year 2020-21.

<u>Expenditures</u>	<u>Adopted FY 2020-21</u>	<u>Revised FY 2020-21</u>
Low/Mod Housing Agency	\$ 110,120	\$ 310,120
Housing Authority-Sec8 Admin	3,258,159	3,249,125
Housing Authority	32,569,463	32,569,463
Housing Authority – Civic Center Prop	<u>37,000</u>	<u>37,000</u>
Total Funding	\$ 35,974,742	\$ 36,165,708

HOUSING AUTHORITY PROPOSED BUDGET
FY 2020-21 AMENDED BUDGET

Housing Assistance Grant		Amended FY 2020-21	Funding Source
Activity:			
Council/Commission			
0010	City Council	\$ 5,795	Housing Authority
City Management			
0020	Management	122,340	Housing Authority
0021	Operations	21,740	Housing Authority
0023	Research/Legislation	34,480	Housing Authority
0040	City Clerk	8,410	Housing Authority
0042	Elect/Voter Assist	7,137	
	Subtotal	<u>194,107</u>	
Real Property			
0030	Real Property	133,117	Housing Authority
2535	Civic Center Property Mgmt	37,000	Civic Center Properties
	Subtotal	<u>170,117</u>	
Fiscal Services			
1010	Budget/Special Proj	5,180	Housing Authority
1020	General Accounting	60,010	Housing Authority
1021	Financial Planning	33,283	Housing Authority
	Subtotal	<u>98,473</u>	
Community Improvement			
2701	Set Aside Admin	110,120	Low/Mod Housing Agency
2503	Agency Real Property	200,000	Low/Mod Housing Agency
		<u>310,120</u>	
Housing Authority			
4102	Housing Administration	2,674,493	Housing Authority
4103	Family Self-Sufficiency	143,140	Housing Authority
4104	Housing - Vouchers/HAP	28,569,463	Housing Authority
4107	Housing - HAP Portability	4,000,000	Housing Authority
	Subtotal	<u>35,387,096</u>	
Total Program		<u>\$ 35,965,708</u>	