



## 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

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**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.



- (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:

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

**GARDEN GROVE HOUSING AUTHORITY**  
**"STATISTICAL REPORT"**  
**May 2020**

<b><u>I. LEASED FAMILIES</u></b>	<b><u>NUMBER</u></b>	<b><u>FAMILIES</u></b>
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>

<b><u>II. 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>2216</u>	<u>2337</u>	<u>95%</u>	<u>311</u>

<b><u>III. 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>\$1,624</u>	<u>\$2,017</u>	<u>\$2,819</u>	<u>\$3,256</u>	<u>_____</u>

<b><u>IV. RENTS AND INCOME</u></b>	<b><u>VOUCHERS</u></b>
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>

<b><u>V. 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>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





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



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:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>	<b>File Name</b>
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>	