



## AGENDA

Garden Grove Housing Authority

Tuesday,  
August 25, 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 June 2020. *(Action Item)*

2.b. Receive and file the Housing Authority Status Report for July 2020. *(Action Item)*

2.c. Receive and file minutes from the meeting held on July 14, 2020. *(Action Item)*

3. MATTERS FROM CHAIR, COMMISSIONERS AND DIRECTOR

4. ADJOURNMENT

The next Regular Housing Authority Meeting will be on Tuesday, September 22, 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 - 4

Briefings: One briefing was conducted this month, and one voucher was issued.

Re-certifications: Staff conducted 200 re-examination interviews with participants to determine continued eligibility. 151 were interviewed who had interim changes in income, which necessitated an adjustment in their portion of the rent.

Moves: Staff met with 37 tenants currently on the program that were moving and were briefed on move procedures.

Terminations: There were 13 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 participants interviewed for the month of June. There were no contracts 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. Twelve 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 35 escrow accounts. Twelve 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 14 requests for new lease approvals with four units passing and 10 units failing.

Annuals: There were no annual inspections conducted this month.

Re-inspections: There were four 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 2020 June 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	7/8/2020	Cover Memo	Statistical_Report_- _June.pdf

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

<b>I. <u>LEASED FAMILIES</u></b>	<b><u>NUMBER</u></b>	<b><u>FAMILIES</u></b>				
Total Participating Families:	<u>2526</u>	<u>100%</u>				
Elderly:	<u>1573</u>	<u>62%</u>				
Disabled:	<u>763</u>	<u>30%</u>				
Female Head of Household:	<u>1368</u>	<u>54%</u>				
Employed:	<u>803</u>	<u>32%</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>2214</u>	<u>2337</u>	<u>95%</u>	<u>312</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>\$1,624</u>	<u>\$2,017</u>	<u>\$2,819</u>	<u>\$3,256</u>	<u>          </u>	
<b>IV. <u>RENTS AND INCOME</u></b>	<b><u>VOUCHERS</u></b>					
Average HAP Payment:	<u>\$1,165</u>					
Average Tenant Rent:	<u>\$395</u>					
Average Contract Rent:	<u>\$1,593</u>					
Average Annual Income:	<u>\$18,331</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>1578</u>	<u>708</u>	<u>194</u>	<u>29</u>	<u>17</u>	<u>2526</u>

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

June 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				2
Annual Reexamination	126	54	11	3	2	196
Interim Reexamination	69	61	17	2	2	151
Portability Move-in (S8 only)	2			1		3
Portability Move-out (S8 only)	2					2
End Participation	4	1	1			6
Other Change of Unit	5	5	2			12
Annual Reexamination Searching (S8)		3				3
Other Adult	3	2				5
Own Business				1		1





- (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 201 re-examination interviews with participants to determine continued eligibility. 168 were interviewed who had interim changes in income, which necessitated an adjustment in their portion of the rent.

Moves: Staff met with 16 tenants currently on the program that were moving and were briefed on move procedures.

Terminations: There were 4 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 participants interviewed for the month of July. There were no contracts 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. Eight 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 35 escrow accounts. Twelve 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 8 requests for new lease approvals with three units passing and five units failing.

Annuals: There were no annual inspections conducted this month.

Re-inspections: There were six 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 2020 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	8/7/2020	Cover Memo	Statistical_Report_-_July.pdf

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

<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>1574</u>				<u>62%</u>	
Disabled:	<u>759</u>				<u>30%</u>	
Female Head of Household:	<u>1364</u>				<u>54%</u>	
Employed:	<u>782</u>				<u>31%</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>2210</u>	<u>2337</u>	<u>95%</u>	<u>312</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>\$1,624</u>	<u>\$2,017</u>	<u>\$2,819</u>	<u>\$3,256</u>	<u>          </u>	
<b>IV. <u>RENTS AND INCOME</u></b>	<b><u>VOUCHERS</u></b>					
Average HAP Payment:	<u>\$1,168</u>					
Average Tenant Rent:	<u>\$405</u>					
Average Contract Rent:	<u>\$1,599</u>					
Average Annual Income:	<u>\$18,411</u>					
Hard to House	<u>          </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>1577</u>	<u>705</u>	<u>193</u>	<u>30</u>	<u>17</u>	<u>2522</u>

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

**July 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	142	81	15	3	2	243
Interim Reexamination	61	63	21	4	2	151
Portability Move-in (S8 only)	1					1
Portability Move-out (S8 only)	3	3				6
End Participation	3	1				4
Other Change of Unit	4	7				11
Annual Reexamination Searching (S8)		1				1
Other Adult	4					4
Own Business			1	1		2



MINUTES

GARDEN GROVE HOUSING AUTHORITY

Special Meeting

Tuesday, July 14, 2020

Community Meeting Center

11300 Stanford Avenue, Garden Grove, CA 92840

CONVENE MEETING

At 6:39 p.m., Chair Bui convened the meeting telephonically.

ROLL CALL      PRESENT:      (9)      Commissioners Beckles, Brietigam, O’Neill, D. Nguyen, Jones, Klopfenstein, Solorio, Vice Chair K. Nguyen, Chair Bui

ABSENT:      (0)      None

ORAL COMMUNICATIONS

Speakers: None.

APPROVAL OF SUB-RECIPIENT AGREEMENTS WITH INTERVAL HOUSE AND MERCY HOUSE FOR THE OPERATION OF THE HOMELESS EMERGENCY ASSISTANCE RENTAL TRANSITION (HEART) PROGRAM (JOIN ACTION WITH THE GARDEN GROVE CITY COUNCIL) (F: 55-Interval House) (F: 55-Mercy House) (XR: 117.15)

Following questions for clarification, it was moved by Commissioner K. Nguyen, seconded by Commissioner Klopfenstein that:

Low-Mod Income Housing Asset Funds, in the amount of \$100,000, be appropriated to the Fiscal Year 2020-21 budget for the HEART Program.

The motion carried by a 9-0 vote as follows:

Ayes:      (9)      Beckles, Brietigam, O’Neill, D. Nguyen, Jones, Klopfenstein, Solorio, K. Nguyen, Bui  
Noes:      (0)      None

RECEIVE AND FILE MINUTES FROM THE MEETING HELD ON JUNE 23, 2020  
(F: Vault)

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

Minutes from the meeting held on June 23, 2020, be received and filed.

The motion carried by a 9-0 vote as follows:

Ayes: (9) Beckles, Brietigam, O'Neill, D. Nguyen, Jones,  
Klopfenstein, Solorio, K. Nguyen, Bui  
Noes: (0) None

#### ADJOURNMENT

At 6:41 p.m., Chair Bui adjourned the meeting. The next Regular Housing Authority Meeting will be held Tuesday, July 28, 2020, at 5:30 p.m., at the Community Meeting Center, 11300 Stanford Avenue, Garden Grove, California.

Teresa Pomeroy, CMC  
Secretary