

AGENDA

Garden Grove Housing Authority

Tuesday,
January 26, 2021

6:30 PM



Housing Authority Meeting conducted telephonically - submit comments to cityclerk@ggcity.org by 3:00 p.m. the day of or attend at the Community Meeting Center, 11300 Stanford Avenue, Garden Grove, CA, following strict COVID-19 Guidelines

Kim B. Nguyen
Chair

Diedre Thu-Ha Nguyen
Vice Chair

Carol Beckles
Commissioner

George S. Brietigam
Commissioner

John R. O'Neill
Commissioner

Steven R. Jones
Commissioner

Patrick Phat Bui
Commissioner

Stephanie Klopfenstein
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 O'NEILL, COMMISSIONER JONES, COMMISSIONER BUI, COMMISSIONER KLOPFENSTEIN, COMMISSIONER SOLORIO, VICE CHAIR D. NGUYEN, CHAIR K. NGUYEN

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 November 2020.
(Action Item)

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

2.c. Receive and file minutes from the meeting held on December 8, 2020.
(Action Item)

3. MATTERS FROM CHAIR, COMMISSIONERS AND DIRECTOR

4. ADJOURNMENT

The next Regular Housing Authority Meeting will be on Tuesday, February 23, 2021, 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 and New Program Admissions: 1 briefing was conducted this month, 1 voucher was issued, and 4 families were admitted to the program.

Re-certifications: Staff conducted 175 re-examination interviews with participants to determine continued eligibility. One hundred and eighteen were interviewed who had interim changes in income, which necessitated an adjustment in their portion of the rent.

Moves: Staff met with 11 tenants currently on the program that were moving and were briefed on move procedures.

Terminations: There were nine 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 November. There were no contracts signed and no contracts were terminated. There are a total of 392 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-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. Thirteen 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 five units passing and nine units failing.

Annals: There were no annual inspections conducted this month.

Re-inspections: There were nine 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 November Housing Authority Status Report.

By: Danny Huynh, Housing Manager

ATTACHMENTS:

Description	Upload Date	Type	File Name
Statistical report	12/15/2020	Cover Memo	Statistical_Report_- _November.pdf

GARDEN GROVE HOUSING AUTHORITY
"STATISTICAL REPORT"
November 2020

I. <u>LEASED FAMILIES</u>	<u>NUMBER</u>				<u>FAMILIES</u>	
Total Participating Families:	<u>2525</u>				<u>100%</u>	
Elderly:	<u>1597</u>				<u>63%</u>	
Disabled:	<u>760</u>				<u>30%</u>	
Female Head of Household:	<u>1383</u>				<u>54%</u>	
Employed:	<u>770</u>				<u>30%</u>	
II. <u>UNITS UNDER LEASE</u>	<u>UNITS LEASED</u>	<u>TOTAL UNITS ALLOCATED</u>	<u>% LEASED</u>	<u>PORT IN ADMINISTERED</u>		
	<u>2208</u>	<u>2337</u>	<u>95%</u>	<u>317</u>		
III. <u>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>\$1,718</u>	<u>\$2,121</u>	<u>\$2,937</u>	<u>\$3,382</u>	<u> </u>	
IV. <u>RENTS AND INCOME</u>	<u>VOUCHERS</u>					
Average HAP Payment:	<u>\$1,178</u>					
Average Tenant Rent:	<u>\$415</u>					
Average Contract Rent:	<u>\$1,621</u>					
Average Annual Income:	<u>\$19,088</u>					
Hard to House	<u>1</u>					
V. <u>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>1587</u>	<u>700</u>	<u>191</u>	<u>30</u>	<u>17</u>	<u>2525</u>

GARDEN GROVE HOUSING AUTHORITY
"STATISTICAL REPORT"

November 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	2	2				4
Annual Reexamination	176	71	26	3	2	278
Interim Reexamination	49	48	14	5		116
Portability Move-in (S8 only)	3					3
Portability Move-out (S8 only)	1	1	3			5
End Participation	5					5
Other Change of Unit	13	7				20
Other Adult	5	2				7

- (a) Emergency Situations - 0
- (b) Referred by a Garden Grove Homeless Shelter - 0
- (c) Incoming Portability - 1

Briefings and New Program Admissions: No briefings were conducted this month, no vouchers were issued, and 8 families were admitted to the program.

Re-certifications: Staff conducted 185 re-examination interviews with participants to determine continued eligibility. One hundred and twenty were interviewed who had interim changes in income, which necessitated an adjustment in their portion of the rent.

Moves: Staff met with 11 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 participants interviewed for the month of December. There were no contracts signed and no contracts were terminated. There are a total of 392 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-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. Sixteen 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 13 requests for new lease approvals with five units passing and eight units failing.

Annals: There were no annual inspections conducted this month.

Re-inspections: There were eight 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 December Housing Authority Status Report.

By: Danny Huynh, Housing Manager

ATTACHMENTS:

Description	Upload Date	Type	File Name
Statistical report	1/6/2021	Cover Memo	Statistical_Report_- _December.pdf

GARDEN GROVE HOUSING AUTHORITY
"STATISTICAL REPORT"
December 2020

I. <u>LEASED FAMILIES</u>	<u>NUMBER</u>	<u>FAMILIES</u>
Total Participating Families:	<u>2525</u>	<u>100%</u>
Elderly:	<u>1601</u>	<u>63%</u>
Disabled:	<u>758</u>	<u>30%</u>
Female Head of Household:	<u>1386</u>	<u>55%</u>
Employed:	<u>766</u>	<u>30%</u>

II. <u>UNITS UNDER LEASE</u>	<u>UNITS LEASED</u>	<u>TOTAL UNITS ALLOCATED</u>	<u>% LEASED</u>	<u>PORT IN ADMINISTERED</u>
	<u>2205</u>	<u>2337</u>	<u>95%</u>	<u>320</u>

III. <u>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>\$1,718</u>	<u>\$2,121</u>	<u>\$2,937</u>	<u>\$3,382</u>	<u>_____</u>

IV. <u>RENTS AND INCOME</u>	<u>VOUCHERS</u>
Average HAP Payment:	<u>\$1,181</u>
Average Tenant Rent:	<u>\$413</u>
Average Contract Rent:	<u>\$1,626</u>
Average Annual Income:	<u>\$19,142</u>
Hard to House	<u>3</u>

V. <u>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>1587</u>	<u>701</u>	<u>190</u>	<u>30</u>	<u>17</u>	<u>2525</u>

GARDEN GROVE HOUSING AUTHORITY

"STATISTICAL REPORT"

December 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	<u>2</u>	<u>4</u>	<u>2</u>	<u></u>	<u></u>	<u>8</u>
Annual Reexamination	<u>111</u>	<u>66</u>	<u>18</u>	<u>4</u>	<u>2</u>	<u>201</u>
Interim Reexamination	<u>48</u>	<u>49</u>	<u>13</u>	<u>5</u>	<u></u>	<u>115</u>
Portability Move-in (S8 only)	<u>4</u>	<u></u>	<u></u>	<u></u>	<u></u>	<u>4</u>
Portability Move-out (S8 only)	<u>12</u>	<u>16</u>	<u>4</u>	<u></u>	<u></u>	<u>32</u>
End Participation	<u>7</u>	<u>2</u>	<u>3</u>	<u></u>	<u></u>	<u>12</u>
Other Change of Unit	<u>8</u>	<u>3</u>	<u></u>	<u></u>	<u></u>	<u>11</u>
Annual Reexamination Searching (S8)	<u></u>	<u>6</u>	<u>3</u>	<u></u>	<u></u>	<u>9</u>
Other Adult	<u>9</u>	<u>1</u>	<u>2</u>	<u></u>	<u></u>	<u>12</u>

Form Completed by: Linda Middendorf

MINUTES

GARDEN GROVE HOUSING AUTHORITY

Special Meeting

Tuesday, December 8, 2020

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

CONVENE MEETING

At 6:36 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.

SELECTION OF CHAIR AND VICE CHAIR (F: VIP)

Commissioner Brietigam moved to reselect Chair Bui and Vice Chair K. Nguyen.

Vice Chair K. Nguyen moved a substitute motion, seconded by Commissioner O'Neill that:

She herself be selected as Chair, and Commissioner D. Nguyen be selected as Vice Chair.

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 THE GARDEN GROVE HOUSING AUTHORITY ANNUAL REPORT AS HOUSING AUTHORITY AND AS HOUSING SUCCESSOR FOR FISCAL YEAR 2019-20 (JOINT ACTION ITEM WITH THE CITY COUNCIL) (F: H-128.1)

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

The Housing Authority Annual Report as Housing Authority and Housing Successor for Fiscal Year 2019-2020, be received and filed.

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

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

RECEIVE AND FILE MINUTES FROM THE MEETING HELD ON NOVEMBER 24, 2020
(F: Vault)

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

Minutes from the meeting held on November 24, 2020, be received and filed.

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

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

ADJOURNMENT

At 6:40 p.m., Chair K. Nguyen adjourned the meeting. The next Regular Housing Authority Meeting will be Tuesday, January 26, 2021, at 5:30 p.m., at the Community Meeting Center, 11300 Stanford Avenue, Garden Grove, California.

Teresa Pomeroy, CMC
Secretary