



AGENDA

Garden Grove Housing Authority

Tuesday,
February 23, 2021

6:30 PM

Housing Meeting to be conducted telephonically, submit written 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 January 2021.
(Action Item)

2.b. Receive and file minutes from the meeting held on February 9, 2021.
(Action Item)

3. MATTERS FROM CHAIR, COMMISSIONERS AND DIRECTOR

4. ADJOURNMENT

The next Regular Housing Authority Meeting will be on Tuesday, March 23, 2021, 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.: Assistant City Manager
Subject: Receive and file the Housing Authority Status Report for January 2021. (*Action Item*) Date: 2/23/2021

OBJECTIVE

For the Housing Authority Commissioners to receive and file the January 2021 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 January 2021:

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 65 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 - 1

Briefings and New Program Admissions: No briefings were conducted this month, no vouchers were issued, and 1 family was admitted to the program.

Re-certifications: Staff conducted 273 re-examination interviews with participants to determine continued eligibility. One hundred and seven (107) were interviewed who had interim changes in income, which necessitated an adjustment in their portion of the rent.

Moves: Staff met with 15 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 was 1 prospective FSS participant interviewed for the month of January. There was 1 contract signed and 1 contract was terminated. There are a total of 393 families who have signed contracts for the FSS program. Forty-three (43) contracts are active. Four (4) update meetings were held with FSS participants.

One hundred and thirty-three (133) families have completed their FSS goals and 65 of these are self-sufficient and no longer need housing assistance. Eight (8) families have purchased houses. There are 35 escrow accounts. Sixteen (16) 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 16 requests for new lease approvals with 6 units passing and 10 units failing.

Annals: There were no annual inspections conducted this month.

Re-inspections: There were 12 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 2021 January Housing Authority Status Report.

By: Danny Huynh, Housing Manager

ATTACHMENTS:

| Description | Upload Date | Type | File Name |
|--------------------|--------------------|-----------------|----------------------------------|
| Statistical report | 2/9/2021 | Backup Material | Statistical_Report_-_January.pdf |

GARDEN GROVE HOUSING AUTHORITY
"STATISTICAL REPORT"
January 2021

| | | | | | | |
|--|--|-------------------------|----------------------------------|------------------|---------------------------------|------------------------|
| I. <u>LEASED FAMILIES</u> | | <u>NUMBER</u> | <u>FAMILIES</u> | | | |
| Total Participating Families: | | 2520 | 100% | | | |
| Elderly: | | 1600 | 63% | | | |
| Disabled: | | 755 | 30% | | | |
| Female Head of Household: | | 1388 | 55% | | | |
| Employed: | | 744 | 29% | | | |
| | | | | | | |
| II. <u>UNITS UNDER LEASE</u> | | <u>UNITS LEASED</u> | <u>TOTAL UNITS ALLOCATED</u> | <u>% LEASED</u> | <u>PORT IN ADMINISTERED</u> | |
| | | 2199 | 2337 | 95% | 321 | |
| | | | | | | |
| III. <u>CURRENT PAYMENT STANDARD</u> | | <u>1-BEDROOM</u> | <u>2-BEDROOM</u> | <u>3-BEDROOM</u> | <u>4+BEDROOM</u> | <u>MOBILE HOME</u> |
| | | \$1,718 | \$2,121 | \$2,937 | \$3,382 | |
| | | | | | | |
| IV. <u>RENTS AND INCOME</u> | | <u>VOUCHERS</u> | | | | |
| Average HAP Payment: | | \$1,188 | | | | |
| Average Tenant Rent: | | \$415 | | | | |
| Average Contract Rent: | | \$1,633 | | | | |
| Average Annual Income: | | \$19,063 | | | | |
| Hard to House: | | 2 | | | | |
| | | | | | | |
| V. <u>TOTAL NUMBER OF UNITS LEASED BY BEDROOM SIZE</u> | | <u>1-BEDROOM</u> | <u>2-BEDROOM</u> | <u>3-BEDROOM</u> | <u>4+BEDROOM</u> | <u>MOBILE HOME</u> |
| | | 1597 | 689 | 187 | 30 | 17 |
| | | | | | | 2520 |

GARDEN GROVE HOUSING AUTHORITY**"STATISTICAL REPORT"****January 2021****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 | 120 | 57 | 20 | 3 | 1 | 201 |
| Interim Reexamination | 87 | 54 | 17 | 3 | | 161 |
| Portability Move-in (S8 only) | 35 | 7 | 12 | | | 54 |
| Portability Move-out (S8 only) | 2 | | | | | 2 |
| End Participation | | | 3 | | | 3 |
| Other Change of Unit | 4 | 14 | 7 | | | 25 |
| Annual Reexamination Searching (S8 | 1 | 1 | | | | 2 |
| Other Adult | 4 | 1 | 3 | | 2 | 10 |

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: 2/23/2021
from the meeting held on
February 9, 2021. (*Action
Item*)

Attached are the minutes from the meeting held on February 9, 2021, recommended to be received and filed as submitted or amended.

ATTACHMENTS:

| Description | Upload Date | Type | File Name |
|--------------------|--------------------|-------------|-----------------------|
| Minutes | 2/16/2021 | Minutes | ha-min_02_09_2021.pdf |

MINUTES

GARDEN GROVE HOUSING AUTHORITY

Special Meeting

Tuesday, February 9, 2021

Community Meeting Center

11300 Stanford Avenue, Garden Grove, CA 92840

CONVENE MEETING

At 6:34 p.m., Chair K. Nguyen convened the meeting telephonically.

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

ABSENT: (0) None

ORAL COMMUNICATIONS

Speakers: None.

APPROVAL OF SUBSTANTIAL AMENDMENT NO. 5 TO THE 2019-20 ANNUAL PLAN
FOR THE USE OF HOUSING AND URBAN DEVELOPMENT FUNDING (JOINT ACTION
ITEM WITH THE CITY COUNCIL) (F: 117.10D)

It was moved by Commissioner Beckles, seconded by Vice Chair D. Nguyen that:

LMIHAF (Fund 501) for homeless services be appropriated in the amount of \$150,000, and any unused appropriation will be carried over to Fiscal Year 2021-22 to be used for the same programs.

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

CITY COUNCIL ACTION:

PUBLIC HEARING – APPROVAL OF SUBSTANTIAL AMENDMENT NO. 5 TO THE 2019-
20 ANNUAL ACTION PLAN FOR THE USE OF HOUSING AND URBAN DEVELOPMENT
FUNDING (JOINT ACTION ITEM WITH THE HOUSING AUTHORITY) (F: 117.10D)

Following staff introduction, Mayor Jones declared the public hearing open.

Speakers: None.

With no public comment, Mayor Jones declared the public hearing closed.

Following City Council comments, it was moved by Mayor Pro Tem K. Nguyen, seconded by Council Member Klopfenstein that:

CDBG-CV3 funds (Fund 225) for homeless services be appropriated in the amount of \$1,612,275, and any unused appropriation will be carried over to Fiscal Year 2021-22 up to the timeline for use established by the CARES Act to be used for the same programs;

CDBG-EN (Fund 225) for homeless services be appropriated in the amount of \$400,000, and any unused appropriation will be carried over to Fiscal Year 2021-22 up to the timeline for use established by Housing and Urban Development (HUD) to be used for the same programs;

ESG-CV2 (Fund 227) for homeless services be reallocated in the amount of \$413,515, and any unused appropriation will be carried over to Fiscal Year 2021-22 up to the timeline for use established by the CARES Act to be used for the same programs;

Staff be directed to submit Substantial Amendment No. 5 to HUD; and

The City Manager be authorized to execute agreements, and make modifications as appropriate thereto, on behalf of the City.

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

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

RECEIVE AND FILE MINUTES FROM THE MEETING HELD ON JANUARY 26, 2021
(F: Vault)

It was moved by Commissioner Beckles, seconded by Vice Chair D. Nguyen that:

Minutes from the meeting held on January 26, 2021, 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 6:35 p.m., Chair K. Nguyen adjourned the meeting. The next Regular Housing Authority Meeting will be Tuesday, February 23, 2021, at 5:30 p.m., in the Community Meeting Center, 11300 Stanford Avenue, Garden Grove, California.

Teresa Pomeroy, CMC
Secretary