



## AGENDA

Garden Grove Housing Authority

Tuesday,  
October 26, 2021

6:30 PM

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

**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

**Victoria Tindoc**

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 O'NEILL, COMMISSIONER JONES, COMMISSIONER BUI, COMMISSIONER KLOPFENSTEIN, COMMISSIONER TINDOC, 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 September 2021.  
*(Action Item)*

2.b. Receive and file minutes from the meeting held on September 28, 2021.  
*(Action Item)*

3. MATTERS FROM CHAIR, COMMISSIONERS AND DIRECTOR

4. ADJOURNMENT

The next Regular Housing Authority Meeting is Tuesday, November 23, 2021, at 5:30 p.m., in the Community Meeting Center, 11300 Stanford Avenue, Garden Grove, California 92840.



The following is a status report for the month of September 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 17 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 - 2
- (d) Mainstream - 10
- (e) Emergency Housing Vouchers - 42

Briefings and New Program Admissions: Five (5) briefings were conducted this month, 41 vouchers were issued, and 14 families were admitted to the program.

Re-certifications: Staff conducted 207 re-examination interviews with participants to determine continued eligibility. One hundred and twenty-one (121) were interviewed who had interim changes in income, which necessitated an adjustment in their portion of the rent.

Moves: Staff met with 5 tenants currently on the program that were moving and were briefed on move procedures.

Terminations: There were 6 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 September. There were no contracts signed and no contracts were terminated. There are a total of 396 families who have signed contracts for the FSS program. Forty-one (41) contracts are active. Five (5) update meetings were held with FSS participants.

One hundred and thirty-three (133) families have completed their FSS goals and 67 of these are self-sufficient and no longer need housing assistance. Eight (8) families have purchased houses. There are 32 escrow accounts. Fifteen (15) 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 19 requests for new lease approvals with 8 units passing and 11 units failing.

Annuals: There were 132 annual inspections conducted this month. Fifty-one (51) units passed and 81 failed to meet Housing Quality Standards (HQS) and code requirements. The owners were requested to make the necessary repairs.

Re-inspections: There were 110 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 September 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	10/13/2021	Backup Material	Statistical_Report_-_September.pdf

**GARDEN GROVE HOUSING AUTHORITY**  
**"STATISTICAL REPORT"**  
**September 2021**

<b>I. <u>LEASED FAMILIES</u></b>	<b><u>NUMBER</u></b>		<b><u>FAMILIES</u></b>			
Total Participating Families:	2532		100%			
Elderly:	1645		64%			
Disabled:	767		30%			
Female Head of Household:	1409		55%			
Employed:	835		33%			
<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>		
	2236	2337	96%	296		
<b>III. <u>CURRENT PAYMENT STANDARD</u></b>	<b><u>1-BEDROOM</u></b>	<b><u>2-BEDROOM</u></b>	<b><u>3-BEDROOM</u></b>	<b><u>4+BEDROOM</u></b>	<b><u>MOBILE HOME</u></b>	
	\$1,718	\$2,121	\$2,937	\$3,382		
<b>IV. <u>RENTS AND INCOME</u></b>	<b><u>VOUCHERS</u></b>					
Average HAP Payment:	\$1,231					
Average Tenant Rent:	\$426					
Average Contract Rent:	\$1,693					
Average Annual Income:	\$19,578					
Hard to House:	7					
<b>V. <u>TOTAL NUMBER OF UNITS LEASED BY BEDROOM SIZE</u></b>	<b><u>1-BEDROOM</u></b>	<b><u>2-BEDROOM</u></b>	<b><u>3-BEDROOM</u></b>	<b><u>4+BEDROOM</u></b>	<b><u>MOBILE HOME</u></b>	<b><u>TOTAL</u></b>
	1626	685	175	30	16	2532

**GARDEN GROVE HOUSING AUTHORITY**

**"STATISTICAL REPORT"**

**September 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>
<b>New Admission</b>	<u>8</u>	<u>5</u>	<u>1</u>	<u></u>	<u></u>	<u>14</u>
<b>Annual Reexamination</b>	<u>135</u>	<u>45</u>	<u>14</u>	<u>3</u>	<u>2</u>	<u>199</u>
<b>Interim Reexamination</b>	<u>84</u>	<u>50</u>	<u>10</u>	<u>2</u>	<u>1</u>	<u>147</u>
<b>Portability Move-in (S8 only)</b>	<u>4</u>	<u>2</u>	<u></u>	<u></u>	<u></u>	<u>6</u>
<b>End Participation</b>	<u>1</u>	<u>3</u>	<u>1</u>	<u></u>	<u></u>	<u>5</u>
<b>Other Change of Unit</b>	<u>6</u>	<u>5</u>	<u></u>	<u></u>	<u></u>	<u>11</u>
<b>Annual Reexamination Searching (S8)</b>	<u>1</u>	<u></u>	<u></u>	<u></u>	<u></u>	<u>1</u>
<b>Other Adult</b>	<u>12</u>	<u>6</u>	<u></u>	<u></u>	<u></u>	<u>18</u>
<b>Own Business</b>	<u></u>	<u></u>	<u>1</u>	<u></u>	<u></u>	<u>1</u>

**Form Completed by: Linda Middendorf**





MINUTES

GARDEN GROVE HOUSING AUTHORITY

Regular Meeting

Tuesday, September 28, 2021

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

CONVENE MEETING

At 6:40 p.m., Chair K. Nguyen convened the meeting.

ROLL CALL      PRESENT:      (8)      Commissioners Beckles, Brietigam, O’Neill,  
Jones, Bui, Klopfenstein, Vice Chair D.  
Nguyen, Chair K. Nguyen

ABSENT:      (1)      Commissioner Tindoc

ORAL COMMUNICATIONS

Speakers: None.

RECEIVE AND FILE THE HOUSING AUTHORITY STATUS REPORT FOR AUGUST 2021  
(F: H-117.2)

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

The August 2021 Housing Authority Status Report, be received and filed.

The motion carried by a 8-0-1 vote as follows:

Ayes:      (8)      Beckles, Brietigam, O’Neill, Jones, Klopfenstein,  
Bui, D. Nguyen, K. Nguyen  
Noes:      (0)      None  
Absent:    (1)      Tindoc

APPROVAL OF A THIRD AMENDMENT TO THE AFFORDABLE HOUSING AGREEMENT  
WITH TUDOR GROVE, LTD (F: H-117.6)

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

The Third Amendment to the Affordable Housing Agreement with Tudor Grove, LTD,  
be approved; and

The Director be authorized to execute the Third Amendment to the Affordable Housing Agreement on behalf of the Garden Grove Housing Authority.

The motion carried by a 8-0-1 vote as follows:

Ayes: (8) Beckles, Brietigam, O'Neill, Jones, Klopfenstein,  
Bui, D. Nguyen, K. Nguyen  
Noes: (0) None  
Absent: (1) Tindoc

RECEIVE AND FILE MINUTES FROM THE MEETINGS HELD ON SEPTEMBER 14, 2021,  
(F: Vault)

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

Minutes from the meetings held on September 14, 2021, be received and filed.

The motion carried by a 8-0-1 vote as follows:

Ayes: (8) Beckles, Brietigam, O'Neill, Jones, Klopfenstein,  
Bui, D. Nguyen, K. Nguyen  
Noes: (0) None  
Absent: (1) Tindoc

#### ADJOURNMENT

At 6:42 p.m., Chair K. Nguyen adjourned the meeting. The next Regular Housing Authority Meeting will be Tuesday, October 26, 2021, at 5:30 p.m., in the Community Meeting Center, 11300 Stanford Avenue, Garden Grove, California.

Lizabeth Vasquez  
Deputy Secretary