



AGENDA

Garden Grove Housing Authority

Tuesday,
August 23, 2022

6:30 PM

Community Meeting Center 11300
Stanford Avenue Garden Grove
California 92840

George S. Brietigam

Chair

Kim B. Nguyen

Vice Chair

Carol Beckles

Commissioner

Patrick Phat Bui

Commissioner

Steve Jones

Commissioner

Stephanie

Klopfenstein

Commissioner

Diedre Thu-Ha

Nguyen

Commissioner

Tan Nguyen

Commissioner

John R. O'Neill

Commissioner

COVID-19 Information: Members of the public can address the City Council during the public comment portion of the meeting in person or via e-mail. If you plan to attend the meeting in person, masks or face coverings are required to be worn if you are not vaccinated. If you feel ill or are showing symptoms of COVID-19, please consider submitting comments by e-mail. Instructions are available on the City's website at <https://ggcity.org/city-council/meetings-participation>

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 who attend the meeting in-person and would like 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 before the meeting begins. 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 BUI, COMMISSIONER JONES, COMMISSIONER KLOPFENSTEIN, COMMISSIONER D. NGUYEN, COMMISSIONER T. NGUYEN, COMMISSIONER O'NEILL, VICE CHAIR K. NGUYEN, CHAIR BRIETIGAM

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 2022. *(Action Item)*
- 2.b. Receive and file the Housing Authority Status Report for July 2022. *(Action Item)*
- 2.c. Receive and file minutes from the meeting held on June 28, 2022. *(Action Item)*
3. MATTERS FROM CHAIR, COMMISSIONERS AND DIRECTOR
4. ADJOURNMENT

The next Regular Housing Authority Meeting is scheduled on Tuesday, September

27, 2022, at 5:30 p.m. in the Community Meeting Center, 11300 Stanford Avenue, Garden Grove, California 92840.

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 June 2022. (<i>Action Item</i>)		
		Date:	8/23/2022

OBJECTIVE

For the Housing Authority Commissioners to receive and file the June 2022 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 2,529 senior citizens, disabled persons, and families are funded by the Section 8 Rental Assistance Program.

In May 2021, the Housing Authority was awarded with 117 Emergency Housing Vouchers (EHVs) and funding from HUD, as authorized by the American Rescue Plan Act of 2021. The EHVs are provided to help assist individuals and families who are (1) homeless, (2) at risk of homelessness, (3) fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking, or (4) recently homeless. The initial award amount is \$1,744,368 with the effective date July 1, 2021. To ensure that the EHVs assist families who are most in need, the Housing Authority will work with community partners to determine the best use and targeting for the vouchers along with other resources available in the community.

In November 2020, the Housing Authority was awarded with 75 new Mainstream vouchers and funding from HUD, as authorized by the Coronavirus Aid, Relief and Economic Security Act. The Mainstream vouchers are provided to help respond to coronavirus related housing needs in the community.

DISCUSSION

The following is a status report for the month of June 2022:

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 no Initial Qualification interviews (IQ) from the Waiting List and the following:

- (a) Emergency Situations - 4
- (b) Referred by a Garden Grove Homeless Shelter - 0
- (c) Incoming Portability - 14
- (d) Mainstream - 1
- (e) Emergency Housing Vouchers - 0

Briefings and New Program Admissions: Three (3) briefings were conducted this month, 21 vouchers were issued, and 23 families were admitted to the program.

Re-certifications: Staff conducted 206 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 18 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 403 families who have signed contracts for the FSS program. Thirty-seven (37) contracts are active. Five (5) update meetings were held with FSS participants.

One hundred and thirty-five (135) families have completed their FSS goals and 68 of these are self-sufficient and no longer need housing assistance. Eight (8) families have

purchased houses. There are 26 escrow accounts. Fifteen (15) escrow accounts are active with monthly deposits.

The Authority has paid out a total of \$1,191,305 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 10.

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 35 requests for new lease approvals with 15 units passing and 20 units failing.

Annuals: There were 215 annual inspections conducted this month. Ninety-four (94) units passed and 121 failed to meet Housing Quality Standards (HQS) and code requirements. The owners were requested to make the necessary repairs.

Re-inspections: There were 211 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 2022 June Housing Authority Status Report.

By: Danny Huynh, Housing Manager

ATTACHMENTS:

Description	Upload Date	Type	File Name
Statistical report	7/12/2022	Cover Memo	Statistical_-_June.pdf

GARDEN GROVE HOUSING AUTHORITY
"STATISTICAL REPORT"
June 2022

I. <u>LEASED FAMILIES</u>		<u>NUMBER</u>	<u>FAMILIES</u>			
Total Participating Families:		2524	100%			
Elderly:		1682	64%			
Disabled:		802	30%			
Female Head of Household:		1467	56%			
Employed:		994	38%			

II. <u>UNITS UNDER LEASE</u>		<u>UNITS LEASED</u>	<u>TOTAL UNITS ALLOCATED</u>	<u>% LEASED</u>	<u>PORT IN ADMINISTERED</u>
		2236	2337	96%	288

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:		\$1,275
Average Tenant Rent:		\$460
Average Contract Rent:		\$1,781
Average Annual Income:		\$20,812
Hard to House:		4

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>	<u>TOTAL</u>
		1612	685	179	29	19	2524

VI. <u>NEW ADMISSION BY UNIT SIZE</u>		<u>0-BEDROOM</u>	<u>1-BEDROOM</u>	<u>2-BEDROOM</u>	<u>3-BEDROOM</u>	<u>4+BEDROOM</u>	<u>MOBILE HOME</u>	<u>TOTAL</u>
		3	8	6	5	1	0	23

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 July 2022. (<i>Action Item</i>)		
		Date:	8/23/2022

OBJECTIVE

For the Housing Authority Commissioners to receive and file the July 2022 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 2,529 senior citizens, disabled persons, and families are funded by the Section 8 Rental Assistance Program.

In May 2021, the Housing Authority was awarded with 117 Emergency Housing Vouchers (EHVs) and funding from HUD, as authorized by the American Rescue Plan Act of 2021. The EHVs are provided to help assist individuals and families who are (1) homeless, (2) at risk of homelessness, (3) fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking, or (4) recently homeless. The initial award amount is \$1,744,368 with the effective date July 1, 2021. To ensure that the EHVs assist families who are most in need, the Housing Authority will work with community partners to determine the best use and targeting for the vouchers along with other resources available in the community.

In November 2020, the Housing Authority was awarded with 75 new Mainstream vouchers and funding from HUD, as authorized by the Coronavirus Aid, Relief and Economic Security Act. The Mainstream vouchers are provided to help respond to coronavirus related housing needs in the community.

DISCUSSION

The following is a status report for the month of July 2022:

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 no 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 - 15
- (d) Mainstream - 0
- (e) Emergency Housing Vouchers - 0

Briefings and New Program Admissions: One (1) briefing was conducted this month, 1 voucher was issued, and 28 families were admitted to the program.

Re-certifications: Staff conducted 213 re-examination interviews with participants to determine continued eligibility. Eighty-seven (87) 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 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 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 403 families who have signed contracts for the FSS program. Thirty-seven (37) contracts are active. Three (3) update meetings were held with FSS participants.

One hundred and thirty-five (135) families have completed their FSS goals and 68 of these are self-sufficient and no longer need housing assistance. Eight (8) families have purchased houses. There are 26 escrow accounts. Fourteen (14) escrow accounts are active with monthly deposits.

The Authority has paid out a total of \$1,191,305 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 10.

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 30 requests for new lease approvals with 5 units passing and 25 units failing.

Annuals: There were 98 annual inspections conducted this month. Fifty-seven (57) units passed and 41 failed to meet Housing Quality Standards (HQS) and code requirements. The owners were requested to make the necessary repairs.

Re-inspections: There were 105 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 2022 July Housing Authority Status Report.

By: Danny Huynh, Housing Manager

ATTACHMENTS:

Description	Upload Date	Type	File Name
Statistical report	8/4/2022	Cover Memo	Statistical_-_July.pdf

GARDEN GROVE HOUSING AUTHORITY
"STATISTICAL REPORT"
July 2022

I.	<u>LEASED FAMILIES</u>	<u>NUMBER</u>	<u>FAMILIES</u>					
	Total Participating Families:	2530	100%					
	Elderly:	1687	64%					
	Disabled:	809	30%					
	Female Head of Household:	1476	56%					
	Employed:	1002	38%					
II.	<u>UNITS UNDER LEASE</u>	<u>UNITS LEASED</u>	<u>TOTAL UNITS ALLOCATED</u>	<u>% LEASED</u>	<u>PORT IN ADMINISTERED</u>			
		2236	2337	96%	294			
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:	\$1,283						
	Average Tenant Rent:	\$464						
	Average Contract Rent:	\$1,791						
	Average Annual Income:	\$20,786						
	Hard to House:	3						
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>	<u>TOTAL</u>	
		1617	685	182	27	19	2530	
VI.	<u>NEW ADMISSION BY UNIT SIZE</u>	<u>0-BEDROOM</u>	<u>1-BEDROOM</u>	<u>2-BEDROOM</u>	<u>3-BEDROOM</u>	<u>4+BEDROOM</u>	<u>MOBILE HOME</u>	<u>TOTAL</u>
		4	10	11	3	0	0	28

City of Garden Grove

INTER-DEPARTMENT MEMORANDUM

To: Scott C. Stiles From: Teresa Pomeroy

Dept.: Director Dept.: Secretary

Subject: Receive and file minutes Date: 8/23/2022
from the meeting held on
June 28, 2022. (*Action
Item*)

Attached are the minutes from

ATTACHMENTS:

Description	Upload Date	Type	File Name
Minutes	8/17/2022	Minutes	ha-min_06_28_2022.pdf

GARDEN GROVE HOUSING AUTHORITY

11300 Stanford Avenue, Garden Grove, CA 92840

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

Ayes: (8) Beckles, O'Neill, Jones, Bui, D. Nguyen,
T. Nguyen, K. Nguyen, Brietigam
Noes: (0) None
Absent: (1) Klopfenstein

ADOPTION OF A RESOLUTION AMENDING THE FISCAL YEAR 2022-23 HOUSING
AUTHORITY BUDGET (H-34.1.FY2022-23)

Following staff's presentation, it was moved by Vice Chair K. Nguyen, seconded by Commissioner D. Nguyen that:

Resolution No. 183-22 entitled: A Resolution of the Garden Grove Housing Authority amending the budget for Fiscal Year 2022-23, be adopted.

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

Ayes: (8) Beckles, O'Neill, Jones, Bui, D. Nguyen,
T. Nguyen, K. Nguyen, Brietigam
Noes: (0) None
Absent: (1) Klopfenstein

ADJOURNMENT

At 6:47 p.m., Chair Brietigam adjourned the meeting. The next Regular Housing Authority Meeting will be Tuesday, July 26, 2022, at 5:30 p.m., in the Community Meeting Center, 11300 Stanford Avenue, Garden Grove, California.

Lizabeth Vasquez
Deputy Secretary