



## AGENDA

Garden Grove Housing Authority

Tuesday,  
September 26, 2023

6:30 PM

Community Meeting Center 11300  
Stanford Avenue Garden Grove  
California 92840

**George S. Brietigam**

Chair

**Kim B. Nguyen-**

**Penaloza**

Vice Chair

**Carol Beckles**

Commissioner

**Joe DoVinh**

Commissioner

**Steve Jones**

Commissioner

**Stephanie**

**Klopfenstein**

Commissioner

**Tan Nguyen**

Commissioner

**John R. O'Neill**

Commissioner

**Cindy Tran**

Commissioner

---

**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 DOVINH, COMMISSIONER JONES, COMMISSIONER KLOPFENSTEIN, COMMISSIONER T. NGUYEN, COMMISSIONER O'NEILL, COMMISSIONER TRAN, VICE CHAIR K. NGUYEN-PENALOZA, 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 August 2023.  
*(Action Item)*

2.b. Receive and file minutes from the meetings held on June 27, 2023, and August 22, 2023. *(Action Item)*

3. MATTERS FROM CHAIR, COMMISSIONERS AND DIRECTOR

4. ADJOURNMENT

The next Regular Housing Authority Meeting is scheduled for Tuesday, October 24, 2023, 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:      | Lisa L. Kim  | From:  | Ursula Luna-Reynosa              |
| Dept.:   | Director   | Dept.: | Economic Development and Housing |
| Subject: | Receive and file the Housing Authority Status Report for August 2023. ( <i>Action Item</i> ) |        |                                  |
|          |  | Date:  | 9/26/2023                        |

---

**OBJECTIVE**

For the Housing Authority Commissioners to receive and file the August 2023 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 2,353 senior citizens, disabled persons, and families are funded by the Section 8 Rental Assistance Program.

In October of 2022, the Housing Authority was awarded with 16 new Housing Choice Vouchers, also known as Fair Share Vouchers, under the Consolidated Appropriations Act 2022. These vouchers increased the total authorized allocation of the Housing Authority Section 8 Voucher Program to 2353.

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 EHV's 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 EHV's 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 August 2023:

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 21 Initial Qualification interview (IQ) from the Waiting List and the following:

- (a) Emergency Housing Vouchers - 0
- (b) Referred by a Garden Grove Homeless Shelter - 1
- (c) Incoming Portability - 4
- (d) Mainstream Vouchers - 2

Briefings and New Program Admissions: Six (6) briefings were conducted this month, 13 vouchers were issued, and 16 families were admitted to the program.

Re-certifications: Staff conducted 263 re-examination interviews with participants to determine continued eligibility. One hundred and sixteen (116) were interviewed who had interim changes in income, which necessitated an adjustment in their portion of the rent.

Moves: Staff met with 17 tenants currently on the program that were moving and were briefed on move procedures.

Terminations: There were 8 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 August 2023. There were no contracts signed and no contracts were terminated. There are a total of 411 families who have signed contracts for the FSS program. Thirty-four (34) contracts are active. Five (5) update meetings were held with FSS participants.

One hundred and forty-two (142) families have completed their FSS goals and 70 of these are self-sufficient and no longer need housing assistance. Eight (8) families have purchased houses. There are 18 escrow accounts. Twelve (12) escrow accounts are active with monthly deposits.

The Authority has paid out a total of \$1,265,150 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 3.

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 23 requests for new lease approvals with 10 units passing and 13 units failing.

Annuals: There were 102 annual inspections conducted this month. Thirty-seven (37) units passed and 65 failed to meet Housing Quality Standards (HQS) and code requirements. The owners were requested to make the necessary repairs.

Re-inspections: There were 98 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 2023 August 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 | 9/12/2023          | Backup Material | Statistical_report_-<br>_August.pdf |

**GARDEN GROVE HOUSING AUTHORITY**  
**"STATISTICAL REPORT"**  
**August 2023**

**I. LEASED FAMILIES**

|                               | <u>NUMBER</u> | <u>FAMILIES</u> |
|-------------------------------|---------------|-----------------|
| Total Participating Families: | 2713          | 100%            |
| Elderly:                      | 1753          | 65%             |
| Disabled:                     | 820           | 30%             |
| Female Head of Household:     | 1544          | 57%             |
| Employed:                     | 1011          | 37%             |

**II. UNITS UNDER LEASE**

|            | <u>UNITS<br/>LEASED</u> | <u>TOTAL UNITS<br/>ALLOCATED</u> | <u>% LEASED</u> | <u>PORT IN<br/>ADMINISTERED</u> |
|------------|-------------------------|----------------------------------|-----------------|---------------------------------|
| HCV        | 2223                    | 2353                             | 94%             | 325                             |
| EHV        | 102                     | 117                              | 87%             |                                 |
| Mainstream | 63                      | 75                               | 84%             |                                 |

**III. CURRENT PAYMENT  
STANDARD**

| <u>1-BEDROOM</u> | <u>2-BEDROOM</u> | <u>3-BEDROOM</u> | <u>4+BEDROOM</u> | <u>MOBILE<br/>HOME</u> |
|------------------|------------------|------------------|------------------|------------------------|
| \$2,113          | \$2,539          | \$3,448          | \$4,032          |                        |

**IV. RENTS AND INCOME**

VOUCHERS

|                        |          |
|------------------------|----------|
| Average HAP Payment:   | \$1,421  |
| Average Tenant Rent:   | \$478    |
| Average Contract Rent: | \$1,942  |
| Average Annual Income: | \$22,572 |
| Hard to House:         | 8        |

**V. TOTAL NUMBER OF UNITS  
LEASED BY BEDROOM SIZE**

| <u>1-BEDROOM</u> | <u>2-BEDROOM</u> | <u>3-BEDROOM</u> | <u>4+BEDROOM</u> | <u>MOBILE<br/>HOME</u> | <u>TOTAL</u> |
|------------------|------------------|------------------|------------------|------------------------|--------------|
| 1762             | 730              | 173              | 28               | 20                     | 2713         |

**VI. NEW ADMISSION BY  
UNIT SIZE**

| <u>0-BEDROOM</u> | <u>1-BEDROOM</u> | <u>2-BEDROOM</u> | <u>3-BEDROOM</u> | <u>4+BEDROOM</u> | <u>MOBILE<br/>HOME</u> | <u>TOTAL</u> |
|------------------|------------------|------------------|------------------|------------------|------------------------|--------------|
| 0                | 8                | 8                | 0                | 0                | 0                      | 16           |

**City of Garden Grove**

**INTER-DEPARTMENT MEMORANDUM**

To: Lisa L. Kim From: Teresa Pomeroy  
Dept.: Director Dept.: Secretary  
Subject: Receive and file minutes Date: 9/26/2023  
from the meetings held on  
June 27, 2023, and August  
22, 2023. (*Action Item*)

---

Attached are the minutes from the meetings held on June 27, 2023, and August 22, 2023, recommended to be received and filed as submitted or amended.

**ATTACHMENTS:**

| <b>Description</b>        | <b>Upload Date</b> | <b>Type</b> | <b>File Name</b>      |
|---------------------------|--------------------|-------------|-----------------------|
| Minutes - June 27, 2023   | 9/19/2023          | Minutes     | ha-min_06_27_2023.pdf |
| Minutes - August 22, 2023 | 9/20/2023          | Minutes     | ha-min_08_22_2023.pdf |



# GARDEN GROVE HOUSING AUTHORITY

11300 Stanford Avenue, Garden Grove, CA 92840

Ayes: (9) Beckles, Tran, Jones, DoVinh, Klopfenstein,  
T. Nguyen, O'Neill, K. Nguyen, Brietigam  
Noes: (0) None

ADOPTION OF A RESOLUTION APPROVING THE PURCHASE AND SALE AGREEMENT  
BETWEEN THE CITY OF GARDEN GROVE AND THE GARDEN GROVE HOUSING  
AUTHORITY FOR REAL PROPERTY LOCATED AT 11390-11400 STANFORD AVENUE  
(JOINT ACTION ITEM WITH THE CITY COUNCIL) (H-84.1) (XR: 84.1)

Following staff introduction it was moved by Commissioner Nguyen, seconded by Commissioner Klopfenstein that:

Resolution No. 186-23 entitled: A Resolution of the Housing Authority approving a Purchase and Sale Agreement with the City of Garden Grove for property located at 11390-11400 Stanford Avenue, be adopted; and

The City Manager/Director be authorized to execute the Purchase and Sale Agreement, Grant Deed, Promissory Note, pertinent documents, and make minor modifications as needed, on behalf of the City.

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

Ayes: (9) Beckles, O'Neill, Tran, Jones, DoVinh,  
Klopfenstein, T. Nguyen, K. Nguyen, Brietigam  
Noes: (0) None

CITY COUNCIL ACTION

It was moved by Council Member Nguyen, seconded by Mayor Pro Tem Brietigam that:

Resolution No. 9814-23 entitled: A Resolution of the City Council approving a Purchase and Sale Agreement with the Garden Grove Housing Authority for property located at 11390-11400 Stanford Avenue, be adopted; and

The City Manager/Director be authorized to execute the Purchase and Sale Agreement, Grant Deed, Promissory Note, pertinent documents, and make minor modifications as needed, on behalf of the City.

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

Ayes: (7) O'Neill, Tran, DoVinh, Klopfenstein, Nguyen,  
Brietigam, Jones  
Noes: (0) None

## ADJOURNMENT

At 6:38 p.m., Chair Brietigam adjourned the meeting. The next Regular Housing Authority Meeting is scheduled for Tuesday, July 25, 2023, at 5:30 p.m., in the Community Meeting Center, 11300 Stanford Avenue, Garden Grove, California.

Lizabeth Vasquez  
Deputy Secretary

MINUTES

GARDEN GROVE HOUSING AUTHORITY

Regular Meeting

Tuesday, August 22, 2023

Community Meeting Center

11300 Stanford Avenue, Garden Grove, CA 92840

CONVENE MEETING

At 6:35 p.m., Chair Brietigam convened the meeting in the Council Chamber.

ROLL CALL      PRESENT:      (6)      Commissioners Tran, Jones, DoVinh,  
Klopfenstein, Vice Chair K. Nguyen, Chair  
Brietigam

ABSENT:      (3)      Commissioners Beckles, T. Nguyen, O'Neill

ORAL COMMUNICATIONS

Speakers: None.

RECEIVE AND FILE THE HOUSING AUTHORITY STATUS REPORT FOR JULY 2023  
(F: H-117.2)

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

The July 2023 Housing Authority Status Report, be received and filed.

The motion carried by a 6-0-3 vote as follows:

Ayes:      (6)      Tran, Jones, DoVinh, Klopfenstein,  
K. Nguyen, Brietigam  
Noes:      (0)      None  
Absent:      (3)      Beckles, T. Nguyen, O'Neill

RECEIVE AND FILE MINUTES FROM THE MEETING HELD ON JULY 25, 2023  
(F: Vault)

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

Minutes from the meeting held on July 25, 2023, be received and filed.

The motion carried by a 6-0-3 vote as follows:

Ayes: (6) Tran, Jones, DoVinh, Klopfenstein,  
K. Nguyen, Brietigam  
Noes: (0) None  
Absent: (3) Beckles, T. Nguyen, O'Neill

ADJOURNMENT

At 6:36 p.m., Chair Brietigam adjourned the meeting. The next Regular Housing Authority Meeting is scheduled for Tuesday, September 26, 2023, at 5:30 p.m., in the Community Meeting Center, 11300 Stanford Avenue, Garden Grove, California.

Lizabeth Vasquez  
Deputy Secretary