



ORANGE COUNTY HOUSING AUTHORITY

OWNER NEWSLETTER - MAR. 2019 - ISSUE NO. 3



INSPECTION REMINDERS!

FOR HOUSING QUALITY STANDARD (HQS) INSPECTION

Did you know that testing simple household items, such as sealing a dishwasher air gap before the inspection will save you time by preventing a failed Housing Quality Standard (HQS) inspection? As you may know, a clogged air gap in your sink from your dishwasher can keep it from draining properly and may cause water damage, which will result in a deficiency during the HQS inspection. To clean out the air gap, remove the chrome cover, unscrew the plastic cap and remove any material that may have accumulated. Lastly, check the hose from the air gap to the drain or garbage disposal (if applicable) to make sure it is not clogged.

If appliances such as a garbage disposal or a dishwasher are installed, they must be working properly to pass the HQS inspection.

To see a more comprehensive list of items, please visit our website at : www.ochousing.org and click the Leasing Section Icon to view our Inspection Checklist.



WWW.OCHOUSING.ORG

DID YOU KNOW?

We are proud to report that the OCHA has achieved "High Performer" status under the U.S. Department of Housing and Urban Development's (HUD) Section 8 Management Assessment Program (SEMAP) for the last 10 years. SEMAP enables HUD to better manage the Housing Choice Voucher (HCV) tenant-based program by identifying Public Housing Authorities (PHA) capabilities and deficiencies related to the administration of the program, which allows both HUD and PHAs to provide more effective administration of the HCV program. This achievement is attributed to the hard work and commitment of our employees.

RENT INCREASE AND LEASE OPTIONS

Rent increase requests must be provided to OCHA 60-days prior to the anniversary date of the Housing Assistance Payments (HAP) Contract and it must include the new rent amount. If there are no changes to the lease, a copy of the rent increase request will suffice. If the tenant and owner enter into a new lease, a copy of the lease must be provided and you must clearly identify if the term will be updated to a 12-month term or will be month-to-month. Any changes to the term of the lease will initiate a "Change in Term" process, which requires the execution of a new HAP Contract. Please note that this process may increase the processing time.

The OCHA is happy to work with owners to resolve any administrative delays and offers the following:

- > Give the tenant time to select an option prior to serving the 60-day rent increase notice. Once it has been decided, communicate the notice to the OCHA per the HAP Contract.
- > Section 15 (b) (2) of the HAP Contract requires the OCHA to execute a new HAP contract if the term of the lease is changed, consider allowing the lease to go month-to-month regardless of the rent increase. A participating owner with a large number of rental units agreed that this was helpful in avoiding the administrative burdens of executing a new HAP contracts for long-term tenancies, to both himself and the OCHA.

For additional information you can contact the Rent Increase Team at RI.OCHA@occr.ocgov.com or (714) 480-2964

OCHA OWNER WORKSHOP COMING SOON!

THE OCHA IS HOSTING A FREE WORKSHOP JUNE 6, 2019 FROM 10:00 A.M. TO 11:30 A.M. AT THE FOLLOWING LOCATION:

1300 SOUTH GRAND AVENUE, BLDG. B
SECOND FLOOR CONF. ROOM A/B
SANTA ANA, CA 92705

TOPICS OF DISCUSSION WILL INCLUDE:

- > HOW THE PROGRAM WORKS
- > BENEFITS OF PARTICIPATING IN THE PROGRAM
- > TIPS & TRICKS ON EXPEDITING BUSINESS TRANSACTIONS

IF YOU WOULD LIKE TO BE PLACED ON THE INTEREST LIST FOR THIS UPCOMING WORKSHOP, PLEASE EMAIL LEASING SUPERVISOR, ERIC AVILA AT: ERIC.AVILA@OCCR.OCGOV.COM

Free Vacancy Listing!

Listed below are three easy ways for participating property owners and managers to advertise available rental units at no cost:

- 1) Through the Owner Portal at: www.assistancecheck.com
- 2) Complete an online referral listings form at: www.ochousing.org/owner/vacancy_form
- 3) Call the Owner Hotline at (714) 480-2866

Additionally, OCHA will request that you relist your rental unit with us when a current participant moves out. Listings are updated every Friday, so make sure to notify OCHA when your unit has been rented so we can remove it from the list.

If you have any questions on this process please call the Owner Hotline at 714-480-2866.

Thank you for your partnership !

THE APARTMENT ASSOCIATION OF ORANGE COUNTY (AAOC) ANNUAL TRADE SHOW



& CONFERENCE

MARCH 28, 2019

The OCHA is participating in the Apartment Association of Orange County's 48th annual Trade Show & Conference on Thursday, March 28, 2019 from 8:00 a.m. to 4:00 p.m. The event will be held at the OC Fair & Event Center, Building 10 (Costa Mesa). Please stop by our booth to learn more about our programs, engage with our staff, ask questions, and provide feedback on our programs and services. Receive a gift card to Creamistry simply by listing your available rental units with us? **ADMISSION IS FREE!**

YOUR PARTICIPATION IS KEY TO THE SUCCESS OF OUR PROGRAMS AND PARTICIPANTS.

WE VALUE YOUR BUSINESS!



GOT QUESTIONS? CONTACT US

- Owner Hot Line: (714) 480-2866
- Central Call Center: (714) 480-2962
- Rent Increase Line: (714) 480-2964
- Leasing Fax Line: (714) 480-2822

