



ORANGE COUNTY HOUSING AUTHORITY

OWNER NEWSLETTER - OCT. 2018 - ISSUE NO. 2



INSPECTION REMINDERS!

FOR HOUSING QUALITY STANDARD (HQS) INSPECTION

The following quick list of items that commonly fail during Housing Quality Standards (HQS) inspections should be helpful in preparing your unit for any type of housing inspection:

- A Carbon Monoxide Alarm must be installed on every level of the unit.
- The entire unit must be free of electrical hazards, no loose, hanging or exposed wires.
- All three-pronged outlets must be wired correctly.
- Every room must have either two working outlets or one working outlet and a permanently installed light fixture.
- All windows and doors that are accessible from the outside must have working secure locks.
- The bathroom must have either an openable window for ventilation or an exhaust fan.
- Where there are four or more consecutive steps, handrails must be securely attached. This applies to both the interior and exterior of the unit.

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

ATTENTION OWNERS!

Would you be interested in attending a workshop to learn about OCHA's policies and procedures and get useful tips on how to expedite your business transactions with us? If you would like to take advantage of this opportunity, please contact Housing Supervisor, Eric Avila at (714) 480-2874 or via email at: eric.avila@occr.ocgov.com.



WHAT'S NEW AT THE OC HOUSING AUTHORITY Owner Workshops!

On September 12, 2018, the County Community Service Center hosted a free workshop presented by OCHA to introduce and/or inform prospective and existing Property Owners and Managers about the Housing Choice Voucher program. The turnout was great with 21 property owners and managers in attendance. Topics of Discussion included, How the program works – Benefits of the program – Tips & Tricks on Expediting Business Transactions. OCHA's team members from line staff to leadership provided important program information and answered questions.

After the workshop, property owners and managers were asked to provide feedback by completing an evaluation form. Most of the attendees that completed the evaluation forms stated that the workshop was informative and very thorough. One of the questions asked how OCHA can earn their business and/or enhance our partnership. Here are some of the responses we received:

- ◆ Provide landlords with tools to obtain comparable rent data to submit in order to support the requested rent;
- ◆ Listing process on how to get new tenants;
- ◆ Provide additional workshops.

This event was the first of many more to come and we are very excited about developing stronger relationships with Property Managers and Owners.



ASSISTANCE CHECK AND DIRECT DEPOSIT

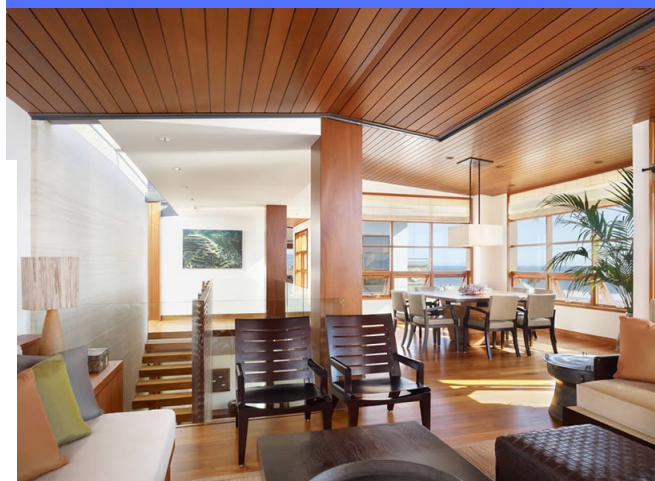
For your convenience we offer a secure online service called Assistance Check. This interactive service will provide you with quicker access to contact us and obtain information on: listing our vacancy, enroll in Direct Deposit, download 1099's, view and download monthly statements, request to update your contact information and submit rent increase requests. If you have any questions, please call the Owner Hot Line at (714) 480-2866. To view a demonstration of this service you may go to: www.ochousing.org/owner and click the Owner Portal: Assistance Check Video.

Listening Forum Hosted by HUD
October 10, 2018 10:00 AM - 12:00 PM

Take advantage of the opportunity to exchange ideas on how HUD can improve the landlord experience with the Housing Choice Voucher (HCV) Program.

We encourage you to participate in this unique opportunity to share your ideas/concerns. To register for this event go to:

https://docs.google.com/forms/d/19Kh6XBfGvqkl-vJBtVp3gNxCiZcofjzilOJOYoooj8s/viewform?edit_requested=true



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 !

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

