



Section 8 Owner Newsletter

DECEMBER & JANUARY 2015/16

RENT INCREASE REQUESTS

Owners can submit request increase requests through the Owners Portal. Once you submit your rent increase request, please do not resubmit the same request, as this will delay the process.

The current rent increase request process is as follows:

- 1) An owner must notify the HACLA at least 60 days in advance of any proposed rent increase.
- 2) Owners/property managers submit requests through the Owners Portal.
- 3) After the rent increase request has been submitted, owners/property managers will receive a confirmation email.
- 4) The Housing Authority will review the rent increase request and will determine whether an increase can be granted in accordance with the Section 8 contract.

To inquire about the status of the submitted rent increase request contact your tenant's S8 Advisor. If you do not know the S8 Advisor's contact information, call (213) 252-2500.

CHAIN OF COMMAND

The Housing Authority allows participants, owners, and applicants a means of reviewing Housing Authority determinations. Participants and applicants are referred to the staff person responsible for making the decision which resulted in the complaint for an initial review of the action. If the complaint is not resolved at that level, the Housing Authority follows the chain of command, including but not limited to:

- 1) Eligibility Interviewer or S8 Advisor or Management Clerk or Housing Inspector
- 2) Assistant Housing Manager or Housing Inspector Supervisor
- 3) Manager
- 4) Ombudsperson
- 5) Assistant Director

For example, if a problem arises that is beyond the S8 Advisor's scope, the S8 Advisor must refer the problem up the Housing Authority chain of command to his/her Assistant Housing Manager.

The Housing Authority will be closed to the public on the following dates:

December 24-25, 28-31

January 1, 18

Drop-off items will be accepted only on December 28th thru the 30th.

The Owner Newsletter is available online at: <http://www.hacla.org/formsdocuments>

SECTION 8 OFFICES

All questions and concerns should be directed to your tenant's S8 Advisor. The S8 Advisor is prepared to answer any questions you may have. If you do not have the S8 Advisor's contact information, please call (213) 252-2500 or e-mail owner.services@hacla.org. When calling we recommend you have your vendor number, or unit address at hand.

Supervising Staff, Telephone Numbers and Addresses

Service Delivery, Inspections, and SIU

Assistant Director: Angela N. Adams
Telephone Number: (213) 252-2690

S8 East Office

Manager: Ramina White
Telephone Number: (213) 252-2514

S8 West Office

Manager: Anna Berberian
Telephone Number: (213) 252-2573

S8 South Office

Manager: Ramona Kazemian
Address: 19600 Hamilton Ave.
Torrance, CA 90502
Telephone Number: (310) 225-6655

S8 Valley Office

Manager: Joseph Nguyen
Address: 6946 Van Nuys Blvd. Ste 100
Van Nuys, CA 91405
Telephone Number: (818) 756-1194

S8 Inspections

Manager: Lorraine Allison-Downing
Telephone Number: (213) 252-1802
Email Address: S8.inspections@hacla.org

S8 Investigation Unit (SIU)

Supervising Fraud Investigator: Pedro Vargas
Telephone Number: (213) 252-8255
Telephone Number: (800) 461-9330
Website: www.mysafeworkplace.com

Special Programs & APIC

Assistant Director: Ryan Mulligan
Telephone Number: (213) 252-6965

Applications, Processing, Issuance and Contracting (APIC)

Manager: Agbor Agbor
Telephone Numbers: (213) 252-1213 or
(213) 252-1214

Special Programs Administration (SPA)

Manager: Lula Eskander
Telephone Number: (213) 252-6110

Special Programs Operations (SPO)

Manager: Isabel Araiza
Telephone Number: (213) 252-1264

Ombudspersons

Administration

Christine McKinney: (213) 252-5420

APIC, SPA, SPO

Serina Cannon: (213) 252-1613

Service Delivery

Billye Fairley: (213) 252-2668

Administrative Services

Assistant Director: Patricia Mendoza
Telephone Number: (213) 252-5431

Owner Services

Manager: Mazharul Islam
E-mail Address: owner.services@hacla.org
Telephone Number: (213) 252-1018

All offices, unless otherwise indicated are located at: 2600 Wilshire Blvd. Los Angeles, CA 90057

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HOMES FOR HEROES

In partnership with United Way and the VA, HACLA is participating in the “Homes for Heroes” effort to house homeless veterans. Landlords rent vacant units to veterans and receive fair market rent and the support of a network of service providers.

Landlords notify Home for Heroes when a vacant unit becomes available by visiting www.unitedwayla.org/homes-for-heroes and are connected with veterans searching for housing.

Staff accompanies potential tenants to apartment showings and assists them to complete paperwork. Once the tenant moves in, they receive ongoing supportive services to remain successfully housed.

FORM 1099

Effective January 4, 2016 you can access the IRS Form 1099 for 2015 after logging into your Owners Portal account and clicking on “My 1099s.” Select the appropriate “Payment Year,” click on Expand Group arrow, click on the green down arrow button. Check mark the consent box and click on “Download.” Click on “Open” to view your 1099 statement as PDF.

Adobe Reader is required to view the statements. If you do not have an active username and password you may register by going to <https://owners.hacla.org/View/Security/Login.aspx> and by clicking on “Create an Account” link.

OWNERS PORTAL

Enroll in the Owners Portal. Through the Owners Portal you will be able to view and print HAP information, scheduled inspections, abatements, S8 Accounts, request rent changes, and access many more features. You can enroll by visiting the Housing Authority’s website:

<https://owners.hacla.org/View/Security/Login.aspx>

If you have any questions, call or email the Owners Portal. Contact information is as follows:

Email Address: owners.portal@hacla.org

Phone Numbers: (213) 252-5356/(213) 252-5340

OWNERS PORTAL TRAINING

Online training on the use of the Owners Portal will be provided on the dates indicated below. The training will provide an overview of the Owners Portal. You will not be able to interact with the presenter, but you may send your inquiries to the Owners Portal e-mail address: Owners.Portal@hacla.org.

You will be able to register to view the training through the Owners Portal website: <https://owners.hacla.org/View/Security/Login.aspx>. All training sessions will begin at 2:00pm.

Thursday, January 14, 2016

Thursday, February 11, 2016

Thursday, March 10, 2016

Thursday, April 14, 2016

To be aware and comply with Fair Housing Laws, owners can visit the Office of Fair Housing and Equal Opportunity (FHEO) website at the U.S. Department of Housing and Urban Development (HUD): www.hud.gov

You must report address and telephone number changes even if you are receiving your Housing Assistance Payments (HAP) via direct deposit.

Keep your units lead free. The City of Los Angeles provides free lead hazard remediation. Call: (213) 808-8935 or (213) 808-8678 for more information.

90 DAY NOTICE

If your unit is regulated by the Los Angeles City Rent Stabilization Ordinance (RSO), a 90 day notice for termination of the tenancy due to business or economic reason such as sale of the property, renovation of the unit, desire to lease the unit at a higher rent, or desire to stop participation in the S8 program **is not a legal reason for eviction under RSO provisions.**

If you seek to take possession of the rental unit for personal or family use, you must file a "Landlord Declaration of Intent to Evict" with the Los Angeles Housing and Community Investment Department (HCID), formerly known as LAHD. Please note that this provision applies to all units in the building, not only the S8 unit.

If you need additional information or assistance, please contact HCID at (866) 557-7368.

SECTION 8 OWNER ORIENTATION SEMINARS

These seminars are designed to explain how the Section 8 Program works from the landlord's perspective. The seminars for 2016 are scheduled as follows:

All sessions are scheduled from 10am-12:30pm, and take place at:

The Housing Authority of the City of Los Angeles
2600 Wilshire Blvd. Board Room
Los Angeles, CA 90057

Dates			
January 14, 2016	April 7, 2016	July 7, 2016	October 13, 2016
February 4, 2016	May 5, 2016	August 4, 2016	November 3, 2016
March 10, 2016	June 9, 2016	September 15, 2016	December 8, 2016

The dates are also posted on our website at www.hacla.org. You must reserve a seat to attend one of the seminars by calling (213) 252-4249. When calling, please leave a contact phone number. The schedule is subject to change.

REPORT FRAUD

If you suspect anyone of committing fraud, you can call (800) 461-9330 or file a report online at: www.mysafeworkplace.com. Your name will remain anonymous.

PROPERTY LISTINGS

Property listing service is available online at www.hacla.org. Basic property listing service is free of charge.

The Owner Newsletter is available online at: <http://www.hacla.org>