



HOUSE NOTES

Building a Better Community

CITY OF PASADENA HOUSING DEPARTMENT

Section 8 Program Participant/Owner Newsletter

September 2019

Apartment Buildings Conference & Expo: Pasadena Convention Center on October 2, 2019

Come join City of Pasadena Housing Department staff at the free Apartment Buildings Conference and Expo at the Pasadena Convention Center from 9am-4pm on Wednesday, October 2nd. Visit our booth for a small gift, to ask questions, or just to say hi.

This free event includes vendor booths, giveaways, industry speakers, and expert panels geared toward rental property owners. We recommend “Making Vouchers Work for You” on Stage 2 at 2:30pm. All attendees at this panel will be eligible to win a \$150 gift card from Lowes and other prizes.

W-9 Forms

The City requires W-9 forms to be updated every three years, and that the data on the form match Internal Revenue Service (IRS) records. If you are already participating in the rental assistance programs offered by the City, you may still be asked to complete an updated W-9 form. When you complete the form, please make sure that the name you use matches the name on file with the IRS, and that you provide a street address, rather than a P.O. Box. Using a name that even slightly differs from the name on file with the IRS will result in the IRS rejecting the information, and a hold being placed on payments until the issue is resolved. We value our landlords and want to prevent this from happening as much as you do! Please double check your information before submitting new or updated W-9 forms.

Pasadena Amends Its Tenant Protection Ordinance-Important Information for Landlords & Tenants

The Tenant Protection Ordinance (TPO) has recently been amended by City Council. This ordinance provides relocation assistance for displaced tenants in specific circumstances, including as a result of a rent increase of greater than 5% plus CPI within 18 months of an ownership change of a building. All landlords are required to provide the TPO Fact Sheet to current tenants. A copy of the fact sheet, and more information about the TPO, can be found at www.cityofpasadena.net/housing.

NEW: Food Stamp Eligibility for SSI Recipients

If you or a family member receives Supplemental Security Income (SSI), you/they may now be eligible for food stamps. Due to a recent change in state policy, beginning in June, 2019, households who get SSI will be able to get food stamps, known as CalFresh, without having their SSI payments reduced. The average CalFresh benefit for a household of one is \$130/month, though this varies based on individual circumstances.

You can apply for CalFresh online at www.yourbenefits.laclrs.org, by phone at (866) 613-3777, or in person at your local Department of Public Social Services (DPSS) office. The Pasadena DPSS office is located at 955 N. Lake Ave.

Requirement to Report Changes

Program participants are required to report income and household changes within 15 days. Not reporting changes may result in your family

owing money to the Housing Department or program termination.

If your household income has changed, even a little, or members of your household moved in or out, you are required to report this change to us in writing. If you have failed to report previous changes, or have a change you need to report, you must do so now in order remain in good standing with the Section 8 program.

You do not need to have back-up documentation in order to report the change. You just need to complete the Update of Family Circumstances form. You may submit the backup documentation once you have received it.

To report changes in income or family composition, you may do so in person at the Housing Department, Monday-Tuesday 8am-1pm and Wednesday-Thursday noon-5pm, or by mail using the form available here: <https://ww5.cityofpasadena.net/housing/section-8/forms-and-handouts/> under Update of Family Circumstances .

Make Your Voice Heard!

Concerned about fair housing in Pasadena? Come to one of two community meetings to discuss the needs of the low and moderate income community and examine barriers to fair housing in the City of Pasadena. Meetings will be held on September 25 at 9:30 am at Fair Oaks Renaissance Plaza, 649 N. Fair Oaks Ave, and on October 1 at 6:30 pm at Robinson Park Recreation Center, 1081 N. Fair Oaks Ave. For more information, contact Randy Mabson at rmabson@cityofpasadena.net.

Welcome New Staff **Introducing Candy Rodarte and Arpie Akmakjian!**

The Housing Department is pleased to introduce the newest members of our rental assistance team. Candy Rodarte is a Housing Assistant and will be working with program participants and property owners to administer the Housing Choice Voucher Program. Ms. Rodarte joins us after several years of experience in affordable non-profit housing.

Arpie Akmakjian is a Housing Specialist and will be supervising the Housing Assistants and assisting property owners and participants. Arpie comes to us after doing similar work in Glendale, and for the Housing Authority of the City of Los Angeles.

Welcome Candy & Arpie!