



The BULLETIN

Quarterly news about Section 8 in Seattle JUNE 2007 For landlords and service providers

1 Announcing two workshops, a new program, and a new inspections procedure

2 'Keep illegal activity out of your rental property'— a workshop at Porchlight

3 Resources for landlords and tenants: a handlist of organizations

4 Inspector's Corner: Annual inspections consolidated

Section 8 update

Workshops coming; changes in the offing



Dear housing provider,

As this issue of The Bulletin goes to press, 8,000 Housing Choice Voucher Program (Section 8) families are receiving rental assistance from SHA—the highest number in quite some time. I am grateful to you, our landlord partners, for helping us house so many families—grateful that your participation in the program allows us to further our mission, which is “to enhance the Seattle community by creating and sustaining decent, safe and affordable living environments that foster stability and self-sufficiency for people with low incomes.” Thank you.

Two workshops at PorchLight

As you may know, Mike Jung, the Section 8 Owner Liaison, presents free workshops for owners and property managers participating in or interested in the voucher program. Each workshop covers the basics of working with the tenant-based Housing Choice Voucher (Section 8) program and addresses participants' questions or issues. They're held at PorchLight every third Tuesday at 5:30 p.m. from February through November. The next such workshop, an introduction to the Housing Choice Voucher program (Section 8), will be Tuesday, June 19.

Next month, in lieu of our usual Tuesday evening workshop, we're hosting a daylong training program for owners and managers on keeping illegal activity out of your rental property. It will be presented by Seattle Neighborhood Group, a

nonprofit that has been presenting similar trainings since 1994. In reading about the program, I learned that 91 percent of participants reported having made changes in their property management within six months of taking this training, and that 90 percent said the training improved their ability to screen and prevent problems, to recognize drug activity, and to evict tenants when necessary. In other words, it comes highly recommended.

New inspections procedures

In “Inspectors' Corner,” on p. 4, Paul Gimmi, one of our HQS inspectors, explains our new consolidated inspections procedure, which we began implementing last month. It will be of interest to people who own buildings housing multiple Section 8 voucher-holders.

A new opportunity: the 'Master Leasing Program'

Do you own three or more rental units in one location? If so, you may be interested in the Master Leasing Program we're creating whereby private-market owners will partner with nonprofit service agencies for building management services for terms of a year or more. We'd be glad to let you know about the program, and its potential advantages for owners, as it evolves. If you'd like to be kept informed, please tell us so in an e-mail to projectbasedownerscorner@seattlehousing.org

AS I SAY AT EVERY OPPORTUNITY, I always appreciate hearing your concerns and suggestions. We depend on your goodwill and support and we value our partnership. Please feel free to call me or write me at any time.

LISA CIPOLLONE-WOLTERS
DIRECTOR OF HOUSING ADVOCACY
AND RENTAL ASSISTANCE PROGRAMS
206-239-1523

A daylong workshop for landlords

Seattle Neighborhood Group and Seattle Housing Authority invite you
to a workshop especially for landlords with Section 8 tenants

'Keep illegal activity out of your rental property'

Landlord

Tuesday workshops

Every third Tuesday,
February through November,
from 5:30 until 7:00 p.m.

Check our Web site for information about
the workshops: go to

www.seattlehousing.org and click
on "Section 8 landlords" under
"Housing"

from 5:30 until 7:00 p.m.

Tuesday, June 19

Housing Choice Voucher Orientation

Topics:

Why the Voucher Program
may be a good fit for your rental units

How to get involved:
Attracting Section 8 Voucher holders

What to do
when a voucher-holder wants to lease a unit

How much rent can you charge?

When will SHA inspect the unit, and
what will our inspector look for?

Lease renewal and enforcement issues:
How SHA can assist you

at the

Seattle Housing Authority

PorchLight Community Room

907 NW Ballard Way, Suite 200 :: Seattle WA 98107

Questions? Ideas for workshops?

Contact Mike Jung, Owner Liaison, at
mjung@seattlehousing.org
or 206-239-1672

Wednesday, July 25, 2007

8:00 a.m. until 4:30 p.m.

at PorchLight

907 NW Ballard Way, Suite 200

*Protect your investment by learning
proven techniques and strategies of the
Seattle Landlord Training Program to –*

- **Screen applicants effectively, fairly and legally**
- **Create strong rental agreements and enhance your ability to prevent illegal activity**
- **Identify & resolve problems before they escalate**
- **Prevent illegal activity, including drugs**
- **Help build a strong community with residents**
- **Avoid situations that lead to expensive evictions**

\$25 fee

includes manual, handouts, coffee & snacks

Pre-registration required

To register, e-mail **lois@sngi.org**

or visit **www.sngi.org/landlord.html**

or telephone **206-323-3150**

Sponsored by
Seattle Neighborhood Group

Workshop presenters:

National Association of Housing & Redevelopment director
Ron Oldham; SPD narcotics detective Gary Kinner; attorney
Chris Benis; Seattle Neighborhood Group's Lois Grammon-
Simpson, Kelly McKinney and Mary Williams;
and SHA Section 8 Owner Liaison Mike Jung

Working together

Resources for landlords & tenants

Your relationship with your tenant is affected by various laws as well as by your lease, the HAP contract you signed with SHA, and your own values and needs. At times, you may want to find out what your and your tenants' legal rights and obligations are, or find resources to help work out problems with a tenant. Here's a list of some organizations in this area that provide this kind of information for you and your tenants both.

Whom to call or contact

1. **Solid Ground** (formerly Fremont Public Association)
206-694-6767
www.fremontpublic.org

Provides information and counseling on legal rights and responsibilities under the State Residential Landlord/Tenant Act and other statutes.

2. **Legal Action Center** (Catholic Community Services)
206-324-6890
www.ccsww.org/familyservices/kingcounty/andolph_carter_center

Provides information and assistance to low-income tenants facing eviction.

3. **Tenants Union**
206-723-0500
www.tenantsunion.org

Provides information and counseling on landlord/tenant problems. The Tenants Union also provides workshops, training and technical assistance for advocates and tenants' groups on dealing effectively with landlords.

4. **Washington State Attorney General's Office**
206-464-6811 (press 8 for landlord-tenant law)
www.atg.wa.gov

The Attorney General's Office Consumer Line Information Service plays recordings on landlord/tenant topics.

5. **Rental Housing Association of Puget Sound**
206-283-0816
www.rha-ps.com

Provides information on legal rights and responsibilities under the State Residential Landlord/Tenant Act and other codes. RHAPS is the professional organization of Puget Sound rental property owners.

6. **Seattle Office for Civil Rights**
206-684-4500
www.seattle.gov/civilrights

Enforces the City's Open Housing Ordinance, which protects tenants against differential treatment based on race, color, creed, religion, ancestry, national origin, age, sex, marital status, parental status, sexual orientation, political ideology or the presence of any sensory, mental or physical handicap, the use of a Section 8 voucher, or the use of a trained guide or service animal by a disabled person.

7. **King County Dispute Resolution Center**
206-443-9603

www.kcdrc.org

By offering mediation services to landlords and tenants, the Center provides an alternative to the courts for settling disputes.

8. **King County Bar Association**

- **Neighborhood Legal Clinics**

206-267-7070

www.kcba.org/ScriptContent/KCBA/legalhelp/NLC/clients.cfm

To schedule an appointment for a free legal consultation, call between 9 a.m. and noon, Monday through Thursday. Clinics are available at numerous locations.

- **Housing Justice Project**

206-267-7090

www.kcba.org/ScriptContent/KCBA/legalhelp/HJP/clients.cfm

Represents low-income tenants who are facing eviction.

- **Lawyer Referral Service**

206-267-7010

www.kcba.org/Scriptcontent/KCBA/LRS/index.cfm

Provides representation through volunteer attorneys to clients facing eviction.

9. **Washington LawHelp**

www.washingtonlawhelp.org

Provides a wide range of information on housing issues specific to the state of Washington, including tenants' rights, eviction, public and subsidized housing, emergency shelter and assistance, home buyers, home owners, mobile home park tenants, small claims court, energy assistance, utilities and telecommunications. *Information is accessible only via the Web site.*

10. **Olympic Rental Association**

1-888-753-9150

www.olympicrental.com

Provides information on a wide variety of issues important to rental property owners and managers.

Source: City of Seattle Department of Planning & Development (DPD), *Client Assistance Memo No. 604—Seattle Laws on Property Owner and Tenant Rights and Responsibilities* (www.seattle.gov/dclu/publications/cam/cam604.pdf)

DPD Property Owner and Tenant Assistance staff: 206-684-7867

Inspector's corner

Annual inspections consolidated

In the face of continuing budget cuts from HUD, SHA is working to improve efficiency across the board. A change that affects many Section 8 landlords is that we are now consolidating annual reviews of units in buildings and communities that house multiple subsidized tenants. If this applies to you—if your buildings house multiple subsidized tenants—we will send you a notice of inspections when we schedule your consolidated annual reviews.

What this means is that SHA's inspectors will perform all annual inspections for assisted units in a given building or community at one time. Because our inspectors will spend less time driving and rescheduling missed appointments, they'll spend more actually performing inspections.

You are welcome (but not required) to accompany the inspector on these consolidated annual inspections. Doing so will give you a good chance to see how well all units occupied

by Section 8 voucher-holders in your building or community are being maintained. The inspector can point out any deficiencies on the spot, unit by unit, and explain in detail what must be done to ensure that a given unit will pass re-inspection.

Voucher-holders who recently had their annual inspection may wonder why their unit is being examined again before a year has passed. The response is that while some units will have a second inspection this year, by next year all tenants' units will be on the same annual review schedule. And owners will know and be able to tell their tenants the approximate date when that inspection will occur.

We believe that scheduling consolidated inspections in this way aids the Section 8 program's drive for efficiency at minimal inconvenience to our partners and clients.

If you have questions or concerns about consolidated inspections, please call inspector Paul Gimmi at 206-239-1632.



Phone: 206-239-1500 | Fax: 206-239-1770
E-mail: porchlight.info@seattlehousing.org | Web: www.seattlehousing.org

GENERAL QUESTIONS

To speak with a customer service agent about any Section 8-related issue or concern, call 206-239-1728 and press '0'

TO LIST AVAILABLE UNITS

Call 206-239-1663 or go to www.seattlehousing.org and click on "Section 8 Landlords" under the "Housing" menu

TO CHANGE OWNER INFORMATION

Changes must be submitted in writing
Fax 206-239-1770, attention Mike Jung
Questions? call Mike at 206-239-1672

SECTION 8 MANAGER

Barbara Strayer 206-239-1620

OWNER LIAISON

Mike Jung 206-239-1672

OCCUPANCY SUPERVISORS

Tenant-based 206-239-1636
Tenant-based 206-239-1619
Mod. Rehab. & Project-based 206-239-1649

NEW MOVE-IN TEAM

Status of tenancy approvals 206-239-1676
New move-ins fax number 206-239-1760
Contracts and leases 206-239-1635
New move-in team supervisor 206-239-1621

INSPECTIONS

Annual inspections 206-239-1645
Reinspections 206-239-1645
New move-in inspections 206-239-1676
Judy Huertas, HQS supervisor 206-239-1621

HQS INSPECTORS

Bill Francis 206-721-1457, ext. 10
Paul Gimmi 206-239-1632
Sue Nigg 206-239-1639
Jonathan Shibuya 206-239-1616
Jason Shirley 206-239-1646
Nancy Shutes 206-770-6880
Laura Wait-Hoy 206-721-1457, ext. 11

What is PorchLight?

The PorchLight Housing Center is a division of the Seattle Housing Authority, the city's largest provider of low-income and affordable housing. PorchLight manages the Section 8 Program and applications for public housing.

A focus on service

Located in Seattle's Ballard neighborhood, PorchLight is a place where people seeking housing assistance can learn about and apply for it. We are committed to high-quality customer service to clients, participating landlords and our partners in Seattle's affordable housing continuum.

Want to learn more?

Call 206-239-1672 or visit us at www.seattlehousing.org (click on "Housing," then "PorchLight") or come to our landlord workshops every third Tuesday of the month, February through November, at 5:30 pm at PorchLight.

Did you know...

...that SHA's Impact Property Services provides lead-based paint abatement services? Impact Property Services offers affordable, efficient service to help solve for your deteriorated paint problems. We have a high level of expertise from years of experience, and we respond quickly to service requests. We can provide both EPA-certified lead-based paint risk assessors and EPA-certified lead-safe workers, including painters and carpenters. Call us today at 206-716-1310, extension 13.

...that you can find support for owners on our Web site? Visit us at www.seattlehousing.org today and click on "Section 8 landlords" for helpful information and resources.

...that the City of Seattle provides free information about property owner rights and city ordinances? Call 206-684-7979 for more information.