



Orange County Housing Authority (OCHA) Board Meeting

April 17th, 2025



Meeting Agenda

- Minutes
- Member Updates
- Program Manager Report
- Admin Plan
- Project Base Voucher (PBV) Program
- Adjournment

Opening meeting items

- Minutes from January
 - Motion to approve
- Member updates
 - New Board Member

Program Manager Report



Successful utilization

February 2025

Number of Vouchers

687

**Number of Participants (including POV,
VASH)**

663

Voucher Utilization

97%

HAP Utilization

100%

POV – Port-Out Voucher
PIV – Port-In Voucher
VASH – Veterans Affairs Supportive Housing
HAP -- Housing Assistance Payment



Expenses

February HAP DETAIL

Type	Vouchers	Amount
Regular Vouchers	613	\$572,713
Mid-Month Lease-Ups		\$2,776
VASH (Veterans Affairs Supportive Housing)	21	\$13,607
POV (Port-Out Voucher)	8	\$10,207
HOV (Homeownership)	4	\$2,443
FYI (Foster Youth to Ind.)	2	\$2,136
EHV (Emergency Housing)	15	\$16,433
Total	663	\$620,315

Port-Ins - February

- 52 Port-In Vouchers
- HAP = \$57,348

- With Port-Ins
 - *Total HAP paid - \$677,663*

Leasing levels

Month	Actual UML	Vouchers In Search	Actual HAP	New Vouchers	Per Unit Cost
Mar-24	638	70	\$522,510	11	\$819
Apr-24	640	63	\$503,185	8	\$786
May-24	646	59	\$529,540	15	\$820
Jun-24	642	61	\$546,357	8	\$851
Jul-24	648	57	\$548,559	8	\$839
Aug-24	646	54	\$555,638	8	\$860
Sep-24	648	50	\$566,652	7	\$874
Oct-24	655	51	\$583,031	7	\$890
Nov-24	660	49	\$594,764	9	\$890
Dec-24	670	51	\$609,836	3	\$910
Jan-25	661	40	\$604,028	8	\$927
Feb-25	663	35	\$620,315	2	\$898
Total	(12 Mo.)		\$6,780,741	94	\$864

Previous Year-End UMLs	
2020	489
2021	566
2022	575
2023	638
2024	648

UML – Unit Month Leased
 PUC – Per Unit Cost
 HAP – Housing Assistance Payment



Successful utilization

March 2025

Number of Vouchers

687

**Number of Participants (including POV,
VASH)**

659

Voucher Utilization

96%

HAP Utilization

100%

POV – Port-Out Voucher
PIV – Port-In Voucher
VASH – Veterans Affairs Supportive Housing
HAP -- Housing Assistance Payment



Expenses

MARCH HAP DETAIL

Type	Vouchers	Amount
Regular Vouchers	610	\$569,397
Mid-Month Lease-Ups		\$3,589
VASH (Veterans Affairs Supportive Housing)	21	\$13,738
POV (Port-Out Voucher)	7	\$7,512
HOV (Homeownership)	4	\$2,443
FYI (Foster Youth to Ind.)	2	\$2,136
EHV (Emergency Housing)	15	\$16,559
Total	659	\$617,510

Port-Ins - March

- 52 Port-In Vouchers
- HAP = \$57,962

- With Port-Ins
 - *Total HAP paid - \$675,472*

Leasing levels

Month	Actual UML	Vouchers In Search	Actual HAP	New Vouchers	Per Unit Cost
Apr-24	640	63	\$503,185	8	\$786
May-24	646	59	\$529,540	15	\$820
Jun-24	642	61	\$546,357	8	\$851
Jul-24	648	57	\$548,559	8	\$839
Aug-24	646	54	\$555,638	8	\$860
Sep-24	648	50	\$566,652	7	\$874
Oct-24	655	51	\$583,031	7	\$890
Nov-24	660	49	\$594,764	9	\$890
Dec-24	670	51	\$609,836	3	\$910
Jan-25	661	40	\$604,028	8	\$927
Feb-25	663	35	\$620,315	2	\$903
Mar-25	659	35	\$617,510	0	\$819
Total	(12 Mo.)		\$6,879,415	83	\$864

Previous Year-End UMLs	
2020	489
2021	566
2022	575
2023	638
2024	648

UML – Unit Month Leased
PUC – Per Unit Cost
HAP – Housing Assistance Payment



Leasing Levels

Leasing & HAP Payment Levels



	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25
UML	640	646	642	648	646	648	655	660	670	661	663	659
HAP	\$503,185	\$529,540	\$546,357	\$548,559	\$555,638	\$566,652	\$583,031	\$594,764	\$609,836	\$604,028	\$620,315	\$617,510

End of Participation – February

- Terminations: 4
 - Deceased: 1
 - Voluntary Termination: 2
 - Program Violations: 1
- Evictions: 0
- Appeals: 0
- Informal Hearing: 0

End of Participation – March

- Terminations: 6
 - Voluntary Termination: 1
 - Program Violations: 5
- Evictions: 2
- Informal Hearing: 2
 - #1 - Vacated unit without proper notice & unauthorized occupant, third instance of vacating assisted unit **Termination upheld**
 - #2 – Vacated unit without proper notice, failed HQS, utilities were not maintained - **Termination upheld**

Program Updates

- NSPIRE Landlord – Training Session
 - Planning
 - Location
 - Tentative Date: July/August 2025
- HCV Participant – ‘Meet and Greet’
 - Planning:
 - Location
 - Vendors
 - Tentative Dates: Sep/Oct

Admin Plan

- Terminations – Evictions
 - When HCV tenants fail to pay their rent portion. .
 - Staff Recommendations:
 - How many instances should be allowed?
 - How long to allow them to re-apply for HCV?

Admin Plan

- Terminations - Repayments
 - When HCV tenants fail to report an increase of their household income
 - Staff Recommendation:
 - Should we terminate if participant fails to pay their overpayment?
 - If so, how many instances are allowed to default before termination? (*Currently 3 times.*)

PHA Plan

- New Board Member
- Project Base Vouchers
 - New Hope
 - Vitus
 - Admin Plan Review
 - Vote Needed

Questions

- Alycia Brown, HCV Program Manager
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 - 919-245-2143
- Blake Rosser, Housing Director
 - brosser@orangecountync.gov
 - 919-314-7584