

# Building Connections

Transforming Lives &amp; Communities

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## INSIDE THIS ISSUE:

Fair Housing is the Law

HHA Lunch 'n' Learn Series

Information on Rental Increase Requests

HHA Fair Housing Seminar

Landlor Roundtable Discussion

Tools for Form Submittal

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### Have Questions?

Summer Frank

713.260.0314

sfrank@housingforhouston.com

The mission of the Houston Housing Authority is to improve lives by providing quality, affordable housing options and promoting education and economic self-sufficiency.



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HOUSING AUTHORITY

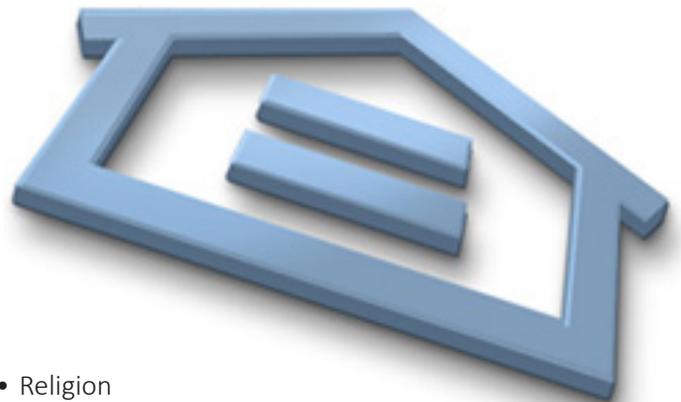
2640 Fountain View Dr. Suite 400  
Houston, Texas 77057  
Phone: 713.260.0500  
713.260.0547 TTY

www.housingforhouston.com

## Fair Housing is the Law

Landlording is a lot more than collecting rental payments. Property Owners and their staff should be aware of these federal laws prohibits housing discrimination of qualified applicants and current renters. The Fair Housing Act prohibits discrimination in housing on the basis of:

- Race
- Color
- Sex
- Disability (added in 1988)
- National Origin
- Religion
- Familial Status – having children under 18; to include pregnant women (added in 1988)



Don't potentially violate a prospective applicant or current tenant's civil rights — it could be a costly expense for the property owner. The U.S. Department of Housing and Urban Development educates Landlords and Tenants to make all aware of the federal law that bans housing discrimination. To learn more about Fair Housing and Equal Opportunity click [here](#).

## HHA Lunch 'n' Learn Series: Best practices on managing tenants & sharing ideas



HHA hosted its first *Lunch 'n' Learn* event for experienced property owners, real estate investors, and property management firms seeking tips to properly screen tenants and make improvements to their units. The 1-day event was well-attended, with participation from independent landlords as well as companies like Parker Square Management Leasing

and Radney Management & Investments, Inc. — a great start for a dynamic series designed to offer insights while increasing networks!

Ms. LaTisha Grant of TAS Realty stressed the importance of the tenant screening process. With all of her experience, she focused on the top pressing issues for HHA business partners:

1. Who are you looking for in a tenant?
2. Are you setting the correct expectations?
3. Does your property appeal to your ideal tenant?
4. Did your list process scare off the perfect tenant?

The attendees walked away with a wealth of information and more confident about finding their next tenant. The next *Lunch 'n' Learn* is "Increasing Revenue by Reducing Vacancy Rates." Join the mailing list [here](#), to be notified of all future events.



## Information on Rental Increase Requests

Due to limited funding, Houston Housing Authority is currently using all available resources at hand to help families in need throughout the City of Houston.

For partner Landlords and Property Owners who have submitted rental increases requests that are under review by HHA, we now ask for the remainder of the calendar year 2017 for consideration of either withdrawal or the delay of the implementation of your rent increase. Even a 2-3 month postponement would be of great assistance to the agency in avoiding the possibility of more aggressive cost reduction measures that may need to be implemented in the future.

If you have a submitted request and elect to delay or withdraw your rental increase, please send an email to [rentalincrease@housingforhouston.com](mailto:rentalincrease@housingforhouston.com) stating the name of the tenant and the unit address.

The HHA values your continued partnership and regrets the request, but would appreciate your consideration.

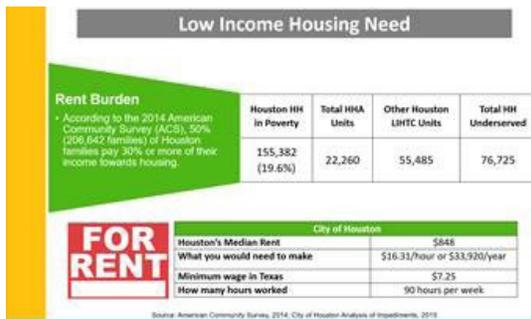
## HHA Fair Housing Seminar

In May, HHA hosted a half-day training on laws that protect against housing discrimination of qualified applicants and current renters. HUD Equal Opportunity Specialist Dr. Glenda Shepherd delivered a dynamic presentation designed for landlords and staff from local public housing agencies, with all registered participants earning credits hours for the days' training.



The HHA is committed to working to ensure eligible families and property owners are participating in accordance to regulations and guidelines. For questions on fair housing policy, contact HHA Landlord Liaison Summer Frank at (713) 260-0529 or via email at [sfrank@housingforhouston.com](mailto:sfrank@housingforhouston.com)

## Landlord Roundtable Discussion



Held each quarter, the Landlord Roundtable Discussion lets landlords participating in the Housing Choice Voucher Program interact with HHA to develop a productive relationship with agency. Sessions cover a wide range of topics and seek to find best practices.

Each meeting has 10 to 15 Landlords present and is rotated quarterly. Participation is by invitation only and there is a waiting list. If interested in being a part of the next session, contact the HHA for details.

## Submitting Forms

Frequently requested Landlord/Property Owner forms may be submitted to the following email addresses:

- Rental Adjustment Form: [inspections@housingforhouston.com](mailto:inspections@housingforhouston.com)
- Failed Owner Self-Certification (FOSC): [inspections@housingforhouston.com](mailto:inspections@housingforhouston.com)
- Good Standing Letter: [cservice@housingforhouston.com](mailto:cservice@housingforhouston.com)
- Lease Violations: [cservice@housingforhouston.com](mailto:cservice@housingforhouston.com)

## HHA Landlord Liaison



As the Houston Housing Authority's Landlord Liaison, Summer Frank specializes in educating prospective and current property owners about the Housing Choice Voucher Program. Her duties focus on assisting property owners in providing quality, affordable housing for the Houston area and navigating the process of leasing to participant families.

With more than a decade of career experience in the Banking and Real Estate industries, Summer is well versed in both landlord and tenants' rights. She brings a unique perspective having represented landlords in negotiations and understands the issues property owners face.

## Owner Meeting Schedule

HHA's monthly Prospective Landlord Meetings are held the last Wednesday of each month at the Houston Housing Authority, 2640 Fountain View Drive Houston, TX 77057.

Meetings are held monthly from 2-4 p.m. They are free of charge and open to the public. This seminar is an overview of the Housing Choice Voucher Program and answers many of the questions prospective and participating landlords face while working with HHA. Please RSVP [here](#). Below is the 2017 schedule.

July 26	September 27	November 15
August 30	October 25	December 13

## Reasonable Accommodations

HHA's Housing Choice Voucher Program provides reasonable accommodations to persons with disabilities so they may participate in our programs, services and activities. If your tenant needs an accommodation, including auxiliary aids and/or services, please contact HHA's Customer Call Center at 713.260.0500 (voice) or TTY: 713.260.0547.

Join our mailing list: <http://bit.ly/1IK3TM7>

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