



# Allentown Housing Authority

Housing Choice Voucher Program

Landlord Meeting

June 20, 2013

# Lease Enforcement

- All landlords
  - required to provide the AHA of copy of the tenant lease
  - responsible for lease enforcement
- The AHA
  - is not a party to the lease
  - will not enforce lease
  - Will not provide legal advice concerning the lease

# Extermination Responsibilities

## (Per HQS)

- Pest infestations (including bed bugs) are a violation of HQS
- If a resident calls regarding a pest infestation the AHA will inspect the unit
- If the unit fails inspection the AHA will give the landlord 30 days to correct the problem prior to reinspection
- If exterminations are not referenced in the lease it's the landlord's responsibility to exterminate

# Water/ Sewer/ Trash

- The City requires that all water/ sewer services be in the owners name
- Tenants cannot be charged for water and sewer unless the excess use is defined in their lease
- Trash is a municipal service included at owner's cost
- The HAP calculation accounts for the landlord payment for these services

# Rent Increases

- The request to increase rent must be sent to both the tenant and the AHA 60 days prior to the anniversary date
- Rent increases must meet rent reasonableness
- Landlords cannot increase tenant rent prior to AHA review and approval
- If the rent increase is not received by the AHA 60 days and/or does not meet rent reasonableness no increase will be granted
- An owner may not increase rent prior to the anniversary date of the 1<sup>st</sup> term of the lease.

# Landlord Responsibilities

- All landlords must read their Housing Assistance Payments Contract (HAP)
- Landlords should report anticipated sales and or foreclosures to the AHA
- Landlords must report death of single resident families and or abandoned units immediately to the AHA
- The AHA will cease to pay rent for deceased or abandoned units the 1<sup>st</sup> day of the following month

# Direct Deposit

- Effective May 1, 2012 the Allentown Housing Authority requires all Landlords and Agents to complete an Authorization for Direct Deposit of HAP payments
- Funds will be available the first full week of the month
- All payments will be placed on hold until forms are received

# EPA's New Lead Paint Rule

- Effective April 22, 2010 the Environmental Protection Agency's "Lead Renovation, Repair and Painting Program Rule (RRP)" came into effect

- Please see handout provided

## **HUD Lead Information**

- <http://www.hud.gov/offices/lead/healthyhomes/lead.cfm>



# Inspections

- The AHA provides notice of inspections to both landlord and resident
- The unit must pass the HQS inspection
- If the unit fails the inspection the inspector will re-schedule within 30 days
- Failure to provide access to a unit on the scheduled date and time of an inspection is an automatic failed inspection

# Abatement Process

- Upon the 2<sup>nd</sup> failure of the unit inspection, The HAP check will be placed on hold (i.e. unit fails on the 15<sup>th</sup> day, the abatement will start on the 15<sup>th</sup>)
- The abatement amount is based on a daily rate ( $\text{HAP} / 30 \times \text{number of days abated}$ )
- Abatement will continue until the unit passes inspection

# City of Allentown

The City of Allentown requires the following from all landlords:

- Business License
- Rental license for each property
- All property taxes and municipal fines paid
- Pass city inspection

# AHA Web Page

- For additional information you can visit our website at: <http://www.allentownhousing.org>
- See Housing Choice Voucher Program - Landlords

# Questions??

