

**City of Culver City, California
Agenda Item Report**

Meeting Date: 08/13/2012		Item Number: <u>C-5</u>	
CITY COUNCIL AGENDA ITEM: Approval of the Certification and Submission of the Section 8 Management Assessment Program (SEMAP).			
Contact Person/Dept.: Tevis Barnes, Mona Kennedy- Community Development Department/Housing Authority		Phone Number: (310) 253-5782	
Fiscal Impact: Yes ☐ No ☒ [X]		General Fund: Yes ☐ No ☒ [X]	
Public Hearing: ☐		Action Item: ☐ Attachments: ☒ [X]	
Commission Action Required: Yes ☐ No ☒ [X]		Date: _____	
Public Notification (Email) Meetings and Agendas-City Council (8/09/12) (E-Mail):			
Department Approval: Sol Blumenfeld: (08/07/12)		City Attorney Approval: Carol Schwab (by H. Baker) (08/08/12)	
Chief Financial Officer Approval: Jeff Muir (08/08/12)		City Manager/Executive Director Approval: John M. Nachbar (08/09/12)	
<u>RECOMMENDATION:</u> Staff recommends the Culver City Housing Authority Board (Authority Board): 1) Approve the certification and submission of the Section 8 Management Assessment Program (SEMAP) to the U.S. Department of Housing and Urban Development (HUD) and, 2) Authorize the Authority Chair and the Executive Director to execute the SEMAP Certification on behalf of the Housing Authority.. <u>BACKGROUND:</u> SEMAP: On September 10, 1998, HUD established SEMAP. The Section 8 Management Assessment Program was designed to assist HUD with measuring the performance of Public Housing Authorities (PHAs) that administer the Section 8 Housing Choice Voucher (HCV) Program. Under SEMAP, PHA's conduct a "self-evaluation" based on HUD defined fourteen (14) indicators (24 Code of Federal Regulations Section 985.1 – 985.3). A score of 60% or higher must be received to remain in good standing with HUD. These indicators are as follows: 1. Selection of applicants from the waiting list 2. Reasonable rent 3. Determination of the adjusted income 4. Utility Allowance Schedule			

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5. Housing Quality Standard (HQS) Control Inspections
6. HQS Enforcement
7. Expanding housing opportunities
8. Payment Standards
9. Annual program participant reexamination
10. Correct tenant rent calculation
11. Pre-Contract HQS Inspection
12. Annual HQS Inspections
13. Lease-up
14. Family Self Sufficiency

Public Housing Authorities are required to transmit their SEMAP certification via the Internet within sixty (60) calendar days of fiscal year end (August 30, 2012).

DISCUSSION:

The Housing Authority is required to perform its own self-evaluation under SEMAP on an annual basis. In order to accurately complete this certification, seventeen (17) randomly selected Section 8 HCV Program participant case files were evaluated. The number of files and file selection methodology is defined in 24 Code of Federal Regulations (CFR) section 985.2. In summary, the CCHA self certification score is 125 points out of 145 points or 86% (this score is above the minimum required score of 60%). The scoring of each indicator is attached. (Attachment 1). During the 2010/2011 fiscal year, the Housing Authority received a score of 100. In a letter transmitted from HUD dated October 18, 2012, HUD verified the CCHA score and gave the CCHA a rating of "high performance".

FISCAL ANALYSIS:

HUD requires submission of SEMAP to ensure continued funding. For Calendar Year 2012, the Section 8 HCV Program is budgeted for approximately \$1.9 million dollars. These funds are recognized in Fund 426-Section 8 Fund.

ATTACHMENTS:

- 1) CCHA Indicator Scoring
- 2) SEMAP Certification (HUD Form 52648)

MOTION:

That the Authority Board:

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1) Approve the certification and submission of the Section 8 Management Assessment Program (SEMAP) to the U.S. Department of Housing and Urban Development (HUD) and,

2) Authorize the Authority Chair and the Executive Director to execute the SEMAP Certification.