



## Legislation Details (With Text)

**File #:** 21-1625      **Version:** 1

**Type:** Agenda Item      **Status:** Approved

**File created:** 10/6/2021      **In control:** Board of Supervisors

**On agenda:** 12/7/2021      **Final action:** 12/7/2021

**Title:** HEARING - Health and Human Services Agency recommending the Board, acting as the Governing Board of the El Dorado County Public Housing Authority (PHA):  
 1) Adopt and authorize the Chair to sign Resolution 163-2021 to acknowledge the El Dorado County PHA as a high performing agency exempt from the requirement to annually receive approval from HUD of its Agency Plan;  
 2) Approve the 2021 update to the annual Public Housing Authority Administrative Plan for continued administration of the Housing Choice Voucher Program, Special Purpose Vouchers and Emergency Housing Vouchers;  
 3) Authorize the Chair to sign the accompanying PHA Certifications and any other documents related to submittal of the 2021 update to the annual Administrative Plan; and  
 4) Recognize the contribution of the Resident Advisory Board in assisting with the 2021 update to the Administrative Plan.

**FUNDING:** 97.5% Federal, 2.2% General Fund, 0.3% other revenue sources.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. A - Approved Contract Routing Sheet, 12-07-2021, 2. B - Public Housing Authority, 2021 Resolution, 12-07-2021, 3. C - 2021 PHA Admin Plan 2021, redline, 12-07-2021, 4. D - 2021 PHA Admin Plan Update, clean 12-07-2021, 5. E - Certifications, 12-07-2021, 6. Executed Resolution 163-2021, 7. Executed Certifications

Date	Ver.	Action By	Action	Result
12/7/2021	1	Board of Supervisors	Approved	Pass

**HEARING** - Health and Human Services Agency recommending the Board, acting as the Governing Board of the El Dorado County Public Housing Authority (PHA):  
 1) Adopt and authorize the Chair to sign Resolution **163-2021** to acknowledge the El Dorado County PHA as a high performing agency exempt from the requirement to annually receive approval from HUD of its Agency Plan;  
 2) Approve the 2021 update to the annual Public Housing Authority Administrative Plan for continued administration of the Housing Choice Voucher Program, Special Purpose Vouchers and Emergency Housing Vouchers;  
 3) Authorize the Chair to sign the accompanying PHA Certifications and any other documents related to submittal of the 2021 update to the annual Administrative Plan; and  
 4) Recognize the contribution of the Resident Advisory Board in assisting with the 2021 update to the Administrative Plan.

**FUNDING:** 97.5% Federal, 2.2% General Fund, 0.3% other revenue sources.

**DISCUSSION / BACKGROUND:**

The El Dorado County Public Housing Authority (PHA) provides eligible participants with rental assistance to offset housing costs through the administration of housing vouchers. This federally

funded program provides eligible low-income individuals and families with safe and affordable housing. The United States Department of Housing and Urban Development (HUD) requires all PHAs to maintain an Agency Plan, which includes a Five Year Plan that outlines program goals and objectives, as well as an annual PHA Administrative Plan that covers program administration, policies and procedures. The annual PHA Administrative Plan is reviewed and updated at least once a year to reflect program changes and to ensure compliance with HUD regulations and requirements. The El Dorado County PHA's Five Year Plan and annual PHA Administrative Plan were last reviewed and approved by the El Dorado County Board of Supervisors on October 13, 2020. Today's Board item will be focused on updates to the annual PHA Administrative Plan.

Public Housing Authority Annual Administrative Plan:

On September 12, 1995, the Board adopted a local annual PHA Administrative Plan to establish policies for the PHA. The Administrative Plan must be amended on an annual basis to keep it consistent with changes initiated at the federal level and to reflect any local policy changes, and the public must be provided an opportunity to review and comment on the updated plan in a public hearing.

The annual PHA Administrative Plan was posted for public comment and public notifications of this hearing were published in October 2021, in accordance with notice requirements. Upon receipt and approval of the PHA Administrative Plan annual updates, the Board adopts and approves a resolution indicating the approvals, completes required annual certifications and documents, and HHS then provides said Resolution and signed certifications/documents to HUD.

The El Dorado County PHA is currently designated as a high performing PHA, and as such must only provide copies of the PHA's updated annual Administrative Plan approved by the Board to HUD rather than receive HUD's approval of the plan. Title VII of the Housing and Economic Recovery Act of 2008, passed by the United States Congress on July 28, 2008, establishes certain exemptions to the annual submittal requirements under sections 2701 and 2702 of the Small Public Housing Authorities Paperwork Reduction Act. A PHA that is determined to be exempt from the required annual Administrative Plan update submission to HUD must have fewer than 550 vouchers or units, must not be designated in a HUD audit as a troubled PHA, and must not have a failing score under the Section 8 Management Assessment Program (SEMAP). SEMAP scores 90-100 as High Performer Rating; 60-89 as Standard Rating; and a score less than 60 is considered a Troubled Housing Authority. The El Dorado County PHA meets the requirements for exemption as it currently has 517 vouchers/units and has scored 100 on the 2020 SEMAP Assessment, thereby meeting the criteria of a High Performer.

**ALTERNATIVES:**

Should the Board decline to approve this recommendation and disapprove the resolution, the HHS Public Housing Authority will be out of compliance with Federal regulations. It must stay in compliance in order to continue providing safe and affordable housing to eligible low-income individuals and families.

**PRIOR BOARD ACTION:**

- 1) 10-13-2020, File ID 20-1261, HHS PHA 2020-2025 5-yr Agency Plan and Administrative Plan Update
- 2) 05-05-2020, File ID 20-0457, HHS PHA Further Amended PHA 2019 Administrative Plan
- 3) 10-22-2019, File ID 19-1289, HHS Amended 2019 Public Housing Authority Administrative Plan
- 4) 08-13-2019, File ID 19-1136, HHS Mainstream Voucher Program Application

- 5) 06-04-2019, File ID 19-0797, HHSA 2019 Public Housing Authority Administrative Plan Update
- 6) 06-05-2018, File ID 18-0691, HHSA 2018 Public Housing Authority Administrative Plan Update
- 7) 06-06-2017, File ID 17-0540, HHSA 2017 Public Housing Authority Administrative Plan Update

**OTHER DEPARTMENT / AGENCY INVOLVEMENT:**

County Counsel

**CAO RECOMMENDATION:**

Approve as recommended.

**FINANCIAL IMPACT:**

Approval of the 2021 update to the annual Public Housing Authority Administrative Plan does not directly have a financial impact. The PHA Fiscal Year (FY) 2021-22 Recommended Budget includes \$91,500 in General Fund support due to insufficient federal funding to support the administrative activities required to operate the PHA. Historically these activities were covered by PHA fund balance; however, this has depleted over time and was exhausted in FY 2017-2018. The PHA Program Management team is actively seeking opportunities to increase PHA administration funding through programs such as Housing Urban Development Veterans' Affairs Supporting Housing (HUD-VASH), and Emergency Housing Vouchers (EHVs) which also provide PHA administrative revenues. Ongoing analysis of administrative revenues will continue in FY 2021-2022.

**CLERK OF THE BOARD FOLLOW UP ACTIONS**

- 1) Clerk of the Board to obtain signature of Chair on one (1) resolution and two of any certifications/documents.
- 2) Clerk of the Board to return one (1) certified resolution and one (1) original of any signed certification/documents to the HHSA Contracts Unit at 3057 Briw Road

**STRATEGIC PLAN COMPONENT:**

Healthy Communities

**CONTACT**

Don Semon, Director