



U.S. Department of Housing and Urban Development
San Antonio Field Office, Region VI
Office of Public Housing
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FEB 9 2005

Mr. Steven Shorts
Executive Director, Housing Authority
of the City of Taylor
311 C. E. 7th
Taylor, TX 76574

Dear Mr. Shorts:

SUBJECT: SEMAP Certification Final Score
Taylor Housing Authority

Thank you for completion of the Section 8 Management Assessment Program (SEMAP) certification for the *Taylor Housing Authority*. We appreciate the time and attention that you have given to the SEMAP assessment process. The SEMAP enables HUD to better manage the Section 8 Housing Choice Voucher Tenant-Based Assistance Program by identifying the Authority's capabilities and deficiencies as they relate to the program's administration. As a result, HUD will be able to provide more effective program assistance to the Authority.

The *Taylor Housing Authority* final SEMAP score for the fiscal year ending on **September 30, 2004** is **81** percent. The following are the Authority's individual performance indicator scores:

Indicator	1	Selection from Waiting List (24 CFR 982.54(d)(1) and 982.204(a))	15
Indicator	2	Reasonable Rent (24 CFR 982.4, 982.54(d)(15), 982.158(f)(7) and 982.507)	20
Indicator	3	Determination of Adjusted Income (24 CFR part 5, subpart F and 24 CFR 982.516)	20
Indicator	4	Utility Allowance Schedule (24 CFR 982.517)	5
Indicator	5	HQS Quality Control (24 CFR 982.405(b))	5
Indicator	6	HQS Enforcement (24 CFR 982.404)	10
Indicator	7	Expanding Housing Opportunities	5
Indicator	8	Payment Standards (24 CFR 982.503)	5
Indicator	9	Timely Annual Reexaminations (24 CFR 5.617)	0
Indicator	10	Correct Tenant Rent Calculations (24 CFR 982, Subpart K)	0
Indicator	11	Pre-Contract HQS Inspections (24 CFR 982.305)	NA
Indicator	12	Annual HQS Inspections (24 CFR 982.405(a))	0
Indicator	13	Lease-Up	20
Indicator	14	Family Self-Sufficiency (24 CFR 984.105 and 984.305)	NA
Indicator	15	Deconcentration Bonus	0

The Authority's overall SEMAP Performance Rating is **Standard**.

As can be seen from the scores, the Authority has been rated zero on at least one of the SEMAP performance indicators. It will be necessary for the Authority take corrective actions to address each performance indicator's zero score in order to achieve compliance with current program rules and regulations. **Please send our office a written report describing the corrective actions taken by the Authority to address each performance indicator's zero score rating within 45 calendar days from the date of this letter. If a written report is not received within this specified time period, we may require the Authority to prepare and submit a formal written corrective action plan containing the eight components outlined in 24 CFR 985.107.**

If the Authority disagrees with any performance indicator's zero score, it may submit an appeal within **45** calendar days from the date of this letter, as previously identified. The appeal consists of two actions, and they must both be completed within the specified 45-day period. As the first action, the appeal must be filed electronically in our Department's Public Housing Information Center (PIC) system. As the second action, it will be necessary for the Authority to submit a written appeal to our office. The written appeal must include the following items:

- Basis of the Authority's disagreement with the performance indicator's zero score and
- Complete evidence/documentation to support the Authority's position.

Upon receiving this information, our office will make a determination about the appeal. If the appeal is granted, a scoring adjustment will be made for this performance indicator. If the appeal is rejected, it will be necessary for the Authority to submit a written description of corrective actions addressing the performance indicator.

Please ensure that your written description of corrective actions includes, at a minimum, the following components:

1. A diagnosis/analysis identifying the root causes of the performance deficiency;
2. A detailed and realistic plan of action to correct the deficiency, and
3. A realistic timetable to complete the plan of action.

The following are the SEMAP performance indicators for which the Authority must submit a written description of corrective actions:

1. Performance Indicator 9, Timely Annual Reexamination, as affected by MTCS reporting;
2. Performance Indicator 10, Correct Tenant Rent Calculations, as affected by MTCS reporting;
3. Performance Indicator 12, Annual HQS Inspections, as affected by MTCS reporting;

We encourage you to continue in your efforts to closely monitor the Authority's SEMAP performance indicators throughout the current year. As a part of these efforts, please ensure that the submitted MTCS data in our Department's Public Housing Information Center (PIC) system correctly reflects the Authority's **actual** SEMAP indicator performance in order to receive full credit on future ratings.

Thank you for your cooperation concerning the SEMAP certification process. If you have any questions or require additional information, please contact Simona Berrellesa, Public Housing Revitalization Specialist, at (210) 475-6800, extension 2210.

Sincerely,

A handwritten signature in black ink, appearing to be 'D. Pohler', with a long horizontal line extending to the right.

David Pohler
Acting Director
Office of Public Housing

cc:

Mr. Edmond Komandosky, Chairman
✓ Honorable Don Hill, Mayor