

5-Year PHA Plan (for All PHAs)	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires: 02/29/2016
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Purpose. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families

Applicability. Form HUD-50075-5Y is to be completed once every 5 PHA fiscal years by all PHAs.

A.	PHA Information.																																
A.1	<p> PHA Name: <u>City of Eureka Housing Authority</u> PHA Code: <u>CA025</u> </p> <p> PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>01/2021</u> PHA Plan Submission Type: <input type="checkbox"/> 5-Year Plan Submission <input checked="" type="checkbox"/> Revised 5-Year Plan Submission </p> <p> Availability of Information. In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information on the PHA policies contained in the standard Annual Plan, but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official websites. PHAs are also encouraged to provide each resident council a copy of their PHA Plans. </p> <p> <input type="checkbox"/> PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below) </p> <table border="1"> <thead> <tr> <th rowspan="2">Participating PHAs</th> <th rowspan="2">PHA Code</th> <th rowspan="2">Program(s) in the Consortia</th> <th rowspan="2">Program(s) not in the Consortia</th> <th colspan="2">No. of Units in Each Program</th> </tr> <tr> <th>PH</th> <th>HCV</th> </tr> </thead> <tbody> <tr> <td>Lead PHA:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program		PH	HCV	Lead PHA:																							
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B.	5-Year Plan. Required for <u>all</u> PHAs completing this form.
B.1	<p>Mission. State the PHA’s mission for serving the needs of low- income, very low- income, and extremely low- income families in the PHA’s jurisdiction for the next five years.</p> <p>The mission of the City of Eureka Housing Authority is to assist low-income families with safe, decent, and affordable housing opportunities as they strive to achieve self-sufficiency and improve the quality of their lives. The Housing Authority is committed to operating in an efficient, ethical, and professional manner, and treating all clients with dignity and respect. The Housing Authority will create and maintain partnerships with its clients and appropriate community agencies in order to accomplish this mission.</p>
B.2	<p>Goals and Objectives. Identify the PHA’s quantifiable goals and objectives that will enable the PHA to serve the needs of low- income, very low- income, and extremely low- income families for the next five years.</p> <p>See attached “PHA Goals – City of Eureka Housing Authority 5-Year Goals, 2021-2025”.</p>
B.3	<p>Progress Report. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.</p> <p>See attached “Goals and Objectives – Progress Update from last 5-Year Plan (2016-2020)”.</p>
B.4	<p>Violence Against Women Act (VAWA) Goals. Provide a statement of the PHA’s goals, activities objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking.</p> <p>The City of Eureka Housing Authority makes all applicants and residents aware of our Violence Against Women Act (VAWA) Policy. All applicants are given a copy of the policy when they apply. Additionally, residents are given the policy again at initial lease up and all annual recertifications. Lastly, the PHA provides the VAWA notice with every proposed termination as well. This iterative policy ensures that no applicants or residents are unfamiliar with VAWA or are discriminated against because they are a victim of domestic violence.</p> <p>The City of Eureka Housing Authority offers a preference for victims of domestic violence, dating violence, sexual assault, or stalking. This preference allows victims of domestic violence to move up the wait list which may enable families to receive housing sooner. Additionally, if clients cannot be safely served in our Public Housing, they will be referred for an HCV voucher based on the Administrative Plan of the County of Humboldt Housing Authority. VAWA protections are available equally to all individuals regardless of sex, gender identity, or sexual orientation. Our Community Liaison processes VAWA requests and will work with the client and local service agencies to best serve any VAWA requests.</p> <p>In addition, PHA staff do outreach with local agency partners who provide services and support to victims of domestic violence. Referrals may be made to partner agencies for wraparound services for victims when a VAWA incident occurs.</p>
B.5	<p>Significant Amendment or Modification. Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan.</p> <p>Approved by City Board of Commissioners on February 03, 2010, Resolution #1852, the definition of “Significant Amendment” is defined as a monetary change of \$500,000 or more to the Annual Plan. This amendment does not exceed the significant amendment threshold.</p> <p>A Significant Amendment and Substantial Deviation/Modification is defined as an action that would have a financial impact of at least \$100,000 in any fiscal year.</p>

<p>B.6</p>	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) provide comments to the 5-Year PHA Plan?</p> <p>Y N <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, comments must be submitted by the PHA as an attachment to the 5-Year PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p> <p>See attached Summary of Tenant Comments from 6/10/2020 Resident Advisory Board meeting. While RAB members participated in active discussion and made suggestions, none of them were specific to the 5-Year PHA Plan.</p>
<p>B.7</p>	<p>Certification by State or Local Officials.</p> <p>Form HUD 50077-SL, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>

Instructions for Preparation of Form HUD-50075-5Y 5-Year PHA Plan for All PHAs

A. PHA Information [24 CFR §903.23\(4\)\(e\)](#)

A.1 Include the full **PHA Name**, **PHA Code**, **PHA Fiscal Year Beginning** (MM/YYYY), **PHA Plan Submission Type**, and the **Availability of Information**, specific location(s) of all information relevant to the hearing and proposed PHA Plan.

PHA Consortia: Check box if submitting a Joint PHA Plan and complete the table.

B. 5-Year Plan.

B.1 Mission. State the PHA’s mission for serving the needs of low- income, very low- income, and extremely low- income families in the PHA’s jurisdiction for the next five years. ([24 CFR §903.6\(a\)\(1\)](#))

B.2 Goals and Objectives. Identify the PHA’s quantifiable goals and objectives that will enable the PHA to serve the needs of low- income, very low- income, and extremely low- income families for the next five years. ([24 CFR §903.6\(b\)\(1\)](#)) For Qualified PHAs only, if at any time a PHA proposes to take units offline for modernization, then that action requires a significant amendment to the PHA’s 5-Year Plan.

B.3 Progress Report. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5- Year Plan. ([24 CFR §903.6\(b\)\(2\)](#))

B.4 Violence Against Women Act (VAWA) Goals. Provide a statement of the PHA’s goals, activities objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking. ([24 CFR §903.6\(a\)\(3\)](#))

B.5 Significant Amendment or Modification. Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan.

B.6 Resident Advisory Board (RAB) comments.

(a) Did the public or RAB provide comments?

(b) If yes, submit comments as an attachment to the Plan and describe the analysis of the comments and the PHA’s decision made on these recommendations. ([24 CFR §903.17\(a\)](#), [24 CFR §903.19](#))

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the 5-Year PHA Plan. The 5-Year PHA Plan provides the PHA’s mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families and the progress made in meeting the goals and objectives described in the previous 5-Year Plan.

Public reporting burden for this information collection is estimated to average .76 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality.

PHA Goals

City of Eureka Housing Authority

5-Year Goals, 2021-2025

In addition to annual goals which are developed and/or updated with input from the Resident Advisory Board, Board of Commissioners, PHA staff, and any community input, the City of Eureka Housing Authority, with input from the aforementioned parties, has established these overarching long-term goals for our housing and services.

Goal One: **Redevelopment**

The PHA will explore repositioning of the entire 198-unit Public Housing portfolio through various HUD processes, such as demolition and disposition, streamlined voluntary conversion, etc.

PHA staff, considering input from the public, tenants, consultants, and other available information sources, and in alignment with the City of Eureka Housing Element, will make a recommendation to the Board of Commissioners with whichever process is most advantageous and economically feasible to the agency.

Goal Two: **Community Partners**

The PHA will continue to work with community agencies to develop and strengthen partnerships with other service providers, to seek referrals for clients who are in danger of losing their housing or otherwise needing assistance. The PHA aims to house people and keep them housed; to that end, the support of service providers is often necessary and helpful. The PHA will make every effort to connect residents with local agencies by providing relevant information.

The PHA will provide a list of community agencies and service providers to tenants with notices to correct to help them access relevant support to help them retain their housing.

Goal Three: **Access to Services**

The PHA will work to improve the ease of access to our services. We will continue to review information format and delivery methods to achieve greater efficiency and effectiveness in program delivery, optimize ease of use and understanding by applicants and participants, and make program information more accessible, e.g. by

simplifying forms and processes, increasing the use of our website and implementing other available technologies.

Annually, the PHA will do a review/assessment of our website as well as manual processes including most used forms/data and ensure that the most widely used resources are made available on the website.

Goal Four: **Equal Opportunity & Fair Housing**

The PHA is always mindful of providing fair and equitable opportunities for current and future residents in accordance with state and federal law.

We will review/update processes as necessary and undertake affirmative measures to ensure access to affordable housing regardless of any protected class status. We will work to ensure housing is accessible to persons with all varieties of disabilities. Additionally, we will get common/standard forms translated to meet the needs of groups identified in our Language Access Plan.

Goal Five: **Sustainability**

The PHA will constantly work to achieve and maintain financial and environmental sustainability.

Financially, this will be done through controlling expenditures, seeking greater efficiencies of internal operations, seeking additional revenue sources, and balancing the needs of tenants with the appropriate level of affordable housing amenities.

Environmentally, we will seek opportunities for savings, e.g. through water efficient landscape improvements and other energy efficiency measures.

Goal Six: **Investment in PHA Team**

Ongoing training of PHA staff has long been an annual requirement. With expected growth of PHA programs, training will become even more critical.

We will continue to use current training programs, such as HTVN's online training, as well as seek additional modes of training delivery, including offsite seminars, internal team training, and self-paced training options supported by management follow-up.

Staff will also be cross trained as available, to support staff career goals, strengthen staff's capacity to move up through available positions, and support agency succession planning capability.

Goal Seven: **Technology**

The PHA will continue to invest in technology upgrades and additions to ensure digital security, expand digital storage, and improve efficiency, flexibility, and customer service.

We will look for opportunities to expand our Tenant Portal, as possible, beyond work-order requests and payment submissions.

We will provide a computer kiosk at our PHA office for applicant and tenant self-service, such as making payments online, obtaining recertification paperwork, and completing other online forms.

The PHA will work to enhance our online presence and availability, through regular updates to our website and utilizing social media and other communication tools to disseminate current and critical information to our residents, community, and other partners.

Goal Eight **Customer Feedback**

The PHA will use various methods to invite feedback from interested parties, including tenants, community members, and staff.

We will provide an annual survey to tenants to ask for their feedback and input on specific areas of focus.

We will implement a standard feedback process for any parties concerned for reporting issues, suggesting changes, and otherwise seeking answers.

Goals and Objectives
Progress Update from last 5-year Plan (2016-2020)

	Goal	Update
1.	The City of Eureka Housing Authority shall have a waiting list of sufficient size so we can fill our public housing units within 20 days.	<ul style="list-style-type: none"> • The PHA has established quarterly advertising in a local publication in order to keep waitlist numbers up. • The PHA routinely puts reminders out to local Continuum of Care participating agencies inviting them to have their clients apply for public housing, have staff/caseworkers get PHA provided training on how to complete applications, and that we offer assistance with paperwork if requested. • The PH application is under review to shorten and simplify it to encourage more applicants.
2.	The City of Eureka Housing Authority shall achieve a level of customer satisfaction that gives the agency the highest score possible in this element of the Public Housing Assessment System.	<ul style="list-style-type: none"> • “Customer Satisfaction” is not currently scored on the PHAS. However, the PHA continues to foster open communication with tenants through Resident Advisory Board meetings, quarterly newsletters, Housing Advocate and Community Liaison outreach with tenants, and offering more frequent written communications via both USPS mail and our website.
3.	Enhance the marketability of the PHA public housing units.	<ul style="list-style-type: none"> • The PHA website will continue to be updated to provide current, relevant information regarding available assistance programs. • When unit turns occur, the PHA will do upgrades, as budget and scheduling permit, to provide more modern amenities e.g. vinyl flooring to replace carpet, replacing single-paned windows, etc.
4.	The ACOP was updated to reflect the Violence Against Women Act.	<ul style="list-style-type: none"> • The PHA continues to follow and promote VAWA and work with clients who may need assistance under this Act.

PHA Plan Item B.6 Resident Advisory Board (RAB) comments

City of Eureka and County of Humboldt Housing Authorities Resident Advisory Committee Meeting Wednesday June 10th, 2020 Summary of Tenant Comments

The Resident Advisory meeting was held on Wednesday, June 10, 2020 at 12:00 via conference call due to the Covid-19 Pandemic.

RAB Members present: Anna Hamilton, Marie Gulley, Karen Stogner, Vondee Gill, Joan Loitz
PHA Staff present: Cheryl Churchill, Heather Briggs, Nicole Marie Medaxian, Stephanie Gai

Introductions

Ms. Churchill gives a brief introduction and overview of the purpose of the Resident Advisory Board meeting. Ms. Churchill reviews previously established goals for the City of Eureka and the County of Humboldt and outlines each program, Public Housing and Section 8. Additionally, Ms. Churchill shares regarding the new position of Housing Advocate and the additional outreach to the public that the Housing Advocate will be doing. Ms. Churchill talks about the Housing Authority will be implementing online payments for tenants. Ms. Churchill also mentions that application forms for Section 8 are now available online and that recertification forms will be available online in the near future. During Ms. Churchill's overview, Anna Hamilton mentions putting the terms of our lease on the website and to include the bedbug verbiage. Ms. Churchill acknowledges Anna Hamilton's suggestion.

Items Discussed

Re-renting units in 20 days from when they are available. It is commented by a member that 20 days seems like a very tight time frame to re-rent a unit. Anna Hamilton mentions that the Housing Authority should do outreach to Seniors in Southern Humboldt which could help in re-renting efforts.

➔ *PHA Response: Housing Advocate has been doing regular, weekly outreach throughout Humboldt.*

Members discuss Lease Violations they have witnessed and discuss contacting the Public Liaison, which has resulted in actions taken to successfully correct the Lease Violations.

➔ *PHA Response: Community Liaison continues to issue Lease Violation notices and follow up with tenants to seek corrective solutions, including notice to vacate if deemed necessary.*

Members suggest streamlining the application paperwork as it is very difficult for some people and requires help from others to complete. Ms. Churchill mentions that certain forms are required by HUD, but that we did revise the Section 8 application to make it shorter. Ms. Churchill updates that we are also working on making the Public Housing application shorter and easier.

➔ *PHA Response: Public Housing application has been reviewed and revised to simplify the initial application.*

Members discuss enforcement of the Lease pertaining to a tenant being taken advantage of by unauthorized guests, and how the Lease is enforced in that situation. Ms. Churchill discusses VAWA and that a tenant cannot be evicted due to someone who is abusing or taking advantage of the tenant.

➔ *PHA Response: VAWA paperwork has been reviewed and updated.*

Member mentions putting our Tenant Newsletter on the Housing Authority website.

➔ *PHA Response: Newsletters have been posted to website under Participants, Newsletters*

Members discuss a neighborhood watch program. Ms. Churchill notes that the Housing Authority has put a call out to tenants interested in forming a neighborhood watch program, but did not receive any response from tenants to form a neighborhood watch.

➔ *PHA Response: The PHA periodically invites tenants to contact our office with any interest in creating a Community Watch group. Currently, no formal neighborhood watch program exists.*

The Public Housing Tenant Newsletter is discussed. Members state that a Newsletter for Section 8 tenants would be appreciated.

➔ *PHA Response: The PHA has taken this under consideration for future distribution.*

A suggestion is made for a Frequently Asked Questions page on the website.

➔ *PHA Response: The PHA has taken this under consideration for a future website update.*

Providing more documents online to reduce costs of postage and printing is suggested.

➔ *PHA Response: The PHA continues to add relevant and highly requested documents to the website.*

It is suggested that a tenant may contribute to the newsletter.

➔ *PHA Response: The newsletter featured a tenant submission in Q3-2020.*

Members discuss needs of the tenants pertaining to the layout of the units, particularly Senior and Handicapped tenants. Ms. Churchill mentions that the Housing Authority will be considering these needs and critical updates to our units based on our Physical Needs Assessment that was completed this year.

➔ *PHA Response: All tenants will be contacted and asked for input as the PHA pursues repositioning options.*

Note: No written comments were received prior to or during the Resident Advisory Board Meeting.

Meeting adjourned at 1:49 pm.