



HOUSING AUTHORITIES CITY OF EUREKA & COUNTY OF HUMBOLDT



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CITY OF EUREKA HOUSING AUTHORITY REGULAR COMMISSION MEETING AGENDA

Monday, March 21, 2022
7:30pm

Participate Via Zoom Meeting

Join Zoom meeting at <https://us02web.zoom.us/join> or call (669) 900-6833
Meeting ID: 875 9967 3834 Passcode: 283960

(a) Roll Call

Kali Serotta, Chairperson
Kay Escarda, Vice Chairperson
Renee Byers, Commissioner
Mark Konkler, Commissioner
Kristen Raymond, Commissioner

- (b) Public Comment: This time is reserved for members of the public to address the Committee relative to matters of the Housing Authority of the County of Humboldt not on the agenda. No action may be taken on non-agenda items unless authorized by law. Comments will be limited to five minutes per person and twenty minutes in total.

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- (c) Minutes from the Regular Session of February 22, 2022
Recommendation: Staff recommends the Commissioners approve minutes.

- (d) Bills and Communication: None

- (e) Report of the Secretary: The report of the Secretary is intended to brief the Commission on items, issues, key dates, etc., that do not require specific action, and are not separate items on the Board of Commissioners agenda

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- (e1) Covid-19 Updates
(e2) Occupancy and Leasing Report
(e3) HCV Utilization Reports

- (f) Reports of the Commissioners: This time is reserved for Commissioners to share any relevant news or Housing related endeavors undertaken by Commissioners.



The Housing Authorities are Equal Housing Opportunity Organizations



(g) Unfinished Business: This time is reserved for any business that has been carried over from previous meetings/discussions.

(h) New Business:

12 - 16 (h1) Annual Meeting and Election of Officers
Recommended Board Action: Elect Officers

17 - 20 (h2) Repositioning Updates
Recommended Action: Form ad-hoc committee and discuss frequency of meetings, desired outcomes, etc.

(i) Closing Comments: Any other business to properly come before the Commission

(j) Executive Session (if necessary)

Adjournment

The Commissioners of the City of Eureka Housing Authority met in a Regular Session on Tuesday, February 22, 2022, at 7:30p.m. via Zoom.

Chairperson Serotta declared a quorum present and called the meeting to order at 7:32 p.m.

(a) Roll Call - Upon roll call those present and absent were:

Commissioners present: Chairperson Serotta, Vice Chairperson Escarda, Commissioner Byers, Commissioner Konkler

Commissioners absent: Commissioner Raymond

Staff present: Churchill, Briggs, Wiesner

Others present: Elizabeth Conner, Chairperson of County of Humboldt Housing Authority Board of Commissioners; Mike Andrews, lead consultant for HUD Technical Assistance Contract

(b) Public Comment - Chairperson Serotta opens for public comment. No comments are heard.

(c) Minutes of the Regular Session of January 18, 2022:

Motion to approve the minutes of the meeting of January 18, 2022, made by Commissioner Byers.

Second – Vice Chairperson Escarda

Roll call:

Ayes: Serotta, Escarda, Byers, Konkler

Nays: None

Abstain: None

Chairperson Serotta declared the motion carried to approve the minutes of January 18, 2022.

(d) Bills and Communications: None.

(e) Report of the Secretary:

(e1) Covid-19 Updates: Secretary Churchill notes that the State Covid Mask Mandate has been lifted. Some staff may choose to go without a mask; however, most staff will continue to wear their mask for safety. Any public who enters the lobby are required to wear a mask. We continue to monitor the Covid office protocols to keep our employees safe.

(e2) Occupancy and Leasing Report: Secretary Churchill briefs the Commissioners on this report noting that at the end of last year, there were 24 vacancies. Since then, we have leased up 11 units. Our maintenance team continues to work diligently to turn units.

(e3) HCV Utilization Reports: Secretary Churchill updates the Commissioners on the report, noting that for the EHV program, we are now at 14 vouchers leased up. Secretary Churchill adds that the HCV program has utilized nearly 100% of annual grant funds. The Mainstream Voucher program had 27 vouchers leased up at year end for 2021 with referrals continuing to come in.

(f) Reports of Commissioners – Mark Konkler mentions that he spoke with Miles Slattery, Manager of the City of Eureka about building codes that are being updated.

(g) Unfinished Business – None.

(h) New Business:

(h1) Resolution 1959 - Updated Personnel Policy

Resolution 1959

Resolution to Approve and Accept
City of Eureka Housing Authority
Update to Personnel Policy

WHEREAS, the City of Eureka Housing Authority Board of Commissioners have determined that from time to time it is necessary to make certain changes to the Authorities' Personnel Policy; and

WHEREAS, the Personnel Policy has been updated to maintain compliance with changes in California law; and

WHEREAS, all revisions have been reviewed by the City of Eureka Housing Authority Board of Commissioners;

NOW, THEREFORE, BE IT RESOLVED, that the City of Eureka Housing Authority Board of Commissioners does hereby approve revisions to the Personnel Policy.

Motion to approve Resolution 1959 made by Vice Chairperson Escarda

Second – Commissioner Konkler

Roll call: Ayes: Serotta, Escarda, Byers, Konkler
Nays: None
Abstain: None

Chairperson Serotta declared the motion carried to approve Resolution 1959.

(h2) City of Eureka Housing Authority Repositioning Plan Executive Summary:

Secretary Churchill briefs the commissioners on the Executive Summary and introduces Mike Andrews of Structure PDX, the Repositioning Technical Assistance Contract lead consultant. Mike Andrews presents an overview of public housing repositioning, specific to the City of Eureka Housing Authority and answers commissioner questions. The commissioners discuss a potential need for a repositioning sub-committee. Commissioners request staff investigate the requirements and bylaws of creating an Ad-Hoc committee for repositioning.

(i) Closing Comments: Any Other Business to Properly Come Before the Commission. None heard.

There being no further business to come before the Commissioners, the regular session adjourned at 9:45p.m.

Secretary

Chairperson

Occupancy and Leasing Report

Month: January 2022

City of Eureka Housing Authority County of Humboldt Housing Authority

Program	Total Units Available	Vacant Units 1st of Month	# Units Leased 1st of Month	Move-outs During Month	Move-ins During Month	Wait List End of Month
Eureka						
Public Housing	196 *	19 *	177	0	3	436
Eureka Family Housing	51	3	48	0	0	463
Eureka Senior Housing	22	2	20	0	0	152
	269		245			
Humboldt						
Housing Choice Vouchers	1217	N/A	866	4	1	1095
VASH Vouchers	73	N/A	23	0	0	N/A
Mainstream vouchers	75 ***	N/A	27	0	0	N/A
Project Based Vouchers						
PBV-VASH - Bayview Heights (Eureka)	22 **	N/A	21	0	0	N/A
PBV-HCV - Bayview Heights (Eureka)	3 **					
PBV-HCV - Sorrell Place (Arcata)	5 **	N/A	N/A	N/A	N/A	N/A
Emergency Housing Vouchers (EHV)	182 ‡	N/A	5	0	0	N/A ‡
	1577		937			
Vouchers issued but not under contract, end of month (aka "Searching")						55

*Total PH units is 198; 2 units are exempted for EPD use and Boys & Girls Club and are unavailable for tenant rental

**25 Project Based VASH Vouchers at Bayview Heights Veteran's housing at 4th & C Street, Eureka; contract signed 6/30/2020.
Modified in 2021 to meet project requirements; 22 VASH PBVs and 3 non-VASH for veterans who don't meet HUD-VASH requirements.
5 Project Based HCV vouchers set-aside for Sorrell Place extremely low income units at 7th & I Street, Arcata

*** Mainstream vouchers were awarded December 2020. Funding began April 2021; initial referrals from CoC partners began April 2021.

‡ No PHA waitlist for EHV's; all are issued based on referral from HHHC. Referrals began 9/2021.

HOUSING AUTHORITY - COUNTY OF HUMBOLDT
Housing Choice Vouchers Only
For the month of January 2022

<u>HAP (per VMS):</u>	<u>January</u>	<u>Total</u>
HUD Budget Authority Income (HAP)	487,240.00	487,240.00
HUD Additional VO Funding		-
Less: HUD Recapture		-
Draw from HUD-held reserves		-
Other HAP income	209.00	209.00
HAP expenses	<u>(491,122.00)</u>	<u>(491,122.00)</u>
Surplus (Deficit)	<u>(3,673.00)</u>	<u>(3,673.00)</u>
% Total income utilized	100.75%	100.75%
% Budget Authority utilized	100.80%	100.80%
# of Households Assisted	866	866
Average HAP Payment	567.12	567.12
<u>ADMIN & OPERATIONS (per G/L):</u>		
Administrative Fee income (HUD)	69,755.00	69,755.00
HUD Additional AF Funding		
Other Admin income	1,336.90	1,336.90
Port-in HAP income	1,820.00	1,820.00
Port-in HAP expense	(1,820.00)	(1,820.00)
Operating expenses	<u>(62,590.66)</u>	<u>(62,590.66)</u>
Surplus (Deficit)	<u>8,501.24</u>	<u>8,501.24</u>
Remaining HAP Cash	18,124.17	
Remaining Non-HAP Cash	<u>383,723.79</u>	
Total HCV Cash	401,847.96	
Cash Increase/(Decrease)	5,100.33	

HOUSING AUTHORITY - COUNTY OF HUMBOLDT
Mainstream Vouchers Only
For the month of January 2022

<u>HAP:</u>	<u>January</u>	<u>Total</u>
HUD Budget Authority Income (HAP)	7,833.00	7,833.00
HUD Additional VO Funding		-
Less: HUD Recapture		-
Draw from HUD-held reserves		-
Other HAP income		-
HAP expenses	<u>(17,543.00)</u>	<u>(17,543.00)</u>
Surplus (Deficit)	<u>(9,710.00)</u>	<u>(9,710.00)</u>
% Total income utilized	223.96%	223.96%
% Budget Authority utilized	223.96%	223.96%
# of Households Assisted	27	27
Average HAP Payment	649.74	649.74
<u>ADMIN & OPERATIONS (per G/L):</u>		
Administrative Fee income (HUD)	55.00	55.00
HUD Additional AF Funding		-
Other Admin income		-
Port-in HAP income		-
Port-in HAP expense		-
Operating expenses	<u>(1,575.17)</u>	<u>(1,575.17)</u>
Surplus (Deficit)	<u>(1,520.17)</u>	<u>(1,520.17)</u>
Remaining HAP Cash	69,131.00	
Remaining Non-HAP Cash	<u>(1,406.79)</u>	
Total Mainstream Voucher Cash	67,724.21	
Cash Increase/(Decrease)	(12,190.79)	
	A	

Cash decrease due to timing of HUD stopping
MSV payments from July 2021-December 2021.
A Expecting cash to increase as payments
continue this year.

HOUSING AUTHORITY - COUNTY OF HUMBOLDT
Emergency Housing Vouchers Only
For the month of January 2022

<u>HAP:</u>	<u>January</u>	<u>Total</u>
HUD Budget Authority Income (HAP)		-
HUD Additional VO Funding		
Less: HUD Recapture		
Draw from HUD-held reserves		
Other HAP income		
HAP expenses	<u>(4,749.00)</u>	<u>(4,749.00)</u>
Surplus (Deficit)	<u>(4,749.00)</u>	<u>(4,749.00)</u>
% Total income utilized	0.00%	0.00%
% Budget Authority utilized	0.00%	0.00%
# of Households Assisted	5	
Average HAP Payment	949.80	
<u>ADMIN & OPERATIONS (per G/L):</u>		
Administrative Fee income (HUD)		-
HUD Additional AF Funding		
Other Admin income	5,564.00	5,564.00
Port-in HAP income		
Port-in HAP expense		
Operating expenses	<u>(6,063.57)</u>	<u>(6,063.57)</u>
Surplus (Deficit)	<u>(499.57)</u>	<u>(499.57)</u>
Remaining HAP Cash	512,371.00	
Remaining Non-HAP Cash	<u>426,639.42</u>	
Total Emergency Housing Voucher Cash	939,010.42	
Cash Increase/(Decrease)	(12,024.97)	

HOUSING AUTHORITY - COUNTY OF HUMBOLDT
Housing Choice Vouchers Only
For the month of January 2022

Section 8 Program
County of Humboldt

Housing Assistance Payments

<u>Month</u>	<u>Income</u>	<u>Expense**</u>	<u>% Expended</u>
January	\$ 487,449.00	\$ (491,122.00)	100.75%
Year to Date Total	<u>\$ 487,449.00</u>	<u>\$ (491,122.00)</u>	<u>100.75%</u>

Administrative and Operating Expenses

<u>Month</u>	<u>Income</u>	<u>Expense</u>	<u>% Expended</u>
January	\$ 71,091.90	\$ (62,590.66)	88.04%
Year to Date Total	<u>\$ 71,091.90</u>	<u>\$ (62,590.66)</u>	<u>88.04%</u>

Households Served

<u>Month</u>	<u>Number of Households Leased</u>	<u>Average Housing Assistance Payment</u>
January	866	\$ 567.12

** Note that prior month HAP expenses/counts are subject to revision based on periodic retroactive adjustments.

Housing Choice Vouchers

	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
January	945	966	939	918	888	931	985	913	889	917	918	903	882	866	884
February	935	960	936	911	884	933	983	906	901	921	919	898	894	867	875
March	921	953	940	910	881	944	977	899	908	923	918	896	897	861	875
April	927	953	935	909	883	945	979	896	920	928	919	908	895	859	873
May	929	930	932	903	907	949	977	890	920	927	917	905	895	850	873
June	929	911	935	895	892	944	976	890	922	930	914	898	892	853	868
July	937	922	936	885	900	940	969	891	929	924	919	895	882	873	865
August	969	923	931	880	902	938	962	891	929	923	917	888	879	872	864
September	967	924	926	884	903	944	956	896	931	927	913	888	872	883	864
October	971	937	923	880	898	953	946	897	918	934	906	888	866	888	862
November	979	934	917	879	912	968	939	900	913	928	903	887	881	890	866
December	995	940	919	885	922	973	927	890	910	925	902	882	877	887	857
Average	950	938	931	895	898	947	965	897	916	926	914	895	884	871	869
UML's	11,404	11,253	11,169	10,739	10,772	11,362	11,576	10,759	10,990	11,107	10,965	10,736	10,612	10,449	10,426

Mainstream Vouchers

	<u>2021</u>														
January															
February															
March															
April															
May															
June															
July															
August															
September															15
October															18
November															24
December															27
Average															21
UML's															84

Emergency Housing Vouchers

	<u>2021</u>														
January															
February															
March															
April															
May															
June															
July															
August															
September															
October															
November															
December															4
Average															4
UML's															4

Total All Voucher Programs

	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
January	945	966	939	918	888	931	985	913	889	917	918	903	882	866	884
February	935	960	936	911	884	933	983	906	901	921	919	898	894	867	875
March	921	953	940	910	881	944	977	899	908	923	918	896	897	861	875
April	927	953	935	909	883	945	979	896	920	928	919	908	895	859	873
May	929	930	932	903	907	949	977	890	920	927	917	905	895	850	873
June	929	911	935	895	892	944	976	890	922	930	914	898	892	853	868
July	937	922	936	885	900	940	969	891	929	924	919	895	882	873	865
August	969	923	931	880	902	938	962	891	929	923	917	888	879	872	864
September	967	924	926	884	903	944	956	896	931	927	913	888	872	883	879
October	971	937	923	880	898	953	946	897	918	934	906	888	866	888	880
November	979	934	917	879	912	968	939	900	913	928	903	887	881	890	890
December	995	940	919	885	922	973	927	890	910	925	902	882	877	887	888
Average	950	938	931	895	898	947	965	897	916	926	914	895	884	871	894
UML's	11,404	11,253	11,169	10,739	10,772	11,362	11,576	10,759	10,990	11,107	10,965	10,736	10,612	10,449	10,514

City of Eureka Housing Authority

Board of Commissioners Meeting

March 21, 2022

Agenda Item H1

Memorandum

To: Commissioners

From: Cheryl Churchill, Executive Director

Subject: Annual Election of Officers

BACKGROUND AND HISTORY:

In accordance with the bylaws of the Housing Authority, the Board of Commissioners must hold an annual meeting to elect officers for the following year and discuss the progress on meeting goals.

Attached are the “Ten Commandments for Commissioners”, from the commissioner handbook, as well as the goals established for 2022. The commandments serve as a reminder of the board duties you have pledged to carry out on behalf of the agency. As policy and goal setting are primary responsibilities of commissioners, the current year’s goals are also brought back for reference.

STAFF RECOMMENDATION:

Please be prepared to elect new officers and discuss Housing Authority goals as needed.

TEN COMMANDMENTS FOR COMMISSIONERS

1. KNOW HOUSING PROGRAMS. Don't let the jargon confuse you. Read Federal publications, Journal of Housing, etc. Attend NAHRO, and other housing conferences and training sessions (local as well as national). Be informed.
2. SEPARATE POLICY MAKING (YOUR JOB) FROM ADMINISTRATION (THE EXECUTIVE DIRECTOR AND STAFF'S JOB). The Commissioners are the policy makers and do not get involved with the administration of the programs. Policy sets the direction of the agency - the goals - and establishes and approves programs, reviews progress, but does not get involved in the implementation and the actual administration of these programs.
3. KNOW YOUR LOCAL OPERATIONS - visit projects and offices besides the board room. Attend project functions. Get statistics on occupancy, rent collections, maintenance costs, etc. Know the quality of your maintenance (if applicable), the financial status of your programs, and the operations of your staff. Be sure to request this information from the Executive Director.
4. SET GOALS AND OBJECTIVES. This should be done with your other Commissioners using staff input. Monitor progress in achieving goals and hold someone responsible for failure as well as success. Know where your Housing Authority is going.
5. MAKE POLICY DECISIONS BASED ON FACTS AND INFORMATION. See that you have adequate written data well before board meetings; study it, discuss it with others as needed, and then vote accordingly. A well planned, advance agenda with detailed backup information is essential to making sound decisions on important PHA policies.
6. BE INNOVATIVE. You weren't appointed to be a rubber stamp. Bring your own talents and experience into your Housing Authority Commissioner's role.
7. LET HUD KNOW YOUR THOUGHTS ABOUT HOUSING MATTERS. HUD publishes proposed policies in the Federal Register. They want comments from local policy makers as well as paid staff. At least know what your Executive Director is telling HUD.
8. KEEP IN TOUCH WITH LOCAL ELECTED OFFICIALS. They appointed you. They should be interested in your problems as well as your observations. Don't forget the City's or County's potential role in helping your Housing Authority, and vice versa.
9. LISTEN TO TENANTS. Don't forget that the tenants are your constituents.
10. SEE THAT YOUR PHA HAS AN ACTIVE PUBLIC RELATIONS PROGRAM. The taxpayers pay your bills. You need their support and confidence.

PHA Goals
City of Eureka Housing Authority
FY 2022

Goal One: **Occupancy**

The City of Eureka Housing Authority shall maintain a waiting list of sufficient size so we can fill our public housing units within 20 days of a unit becoming rent-ready.

The PHA will advertise in at least one local publication quarterly, as long as the wait list is open, in order to make the public aware of our open waitlist.

The PHA will seek opportunities with other local agencies to do outreach and education about our housing programs to diverse populations, at minimum once a month. The Housing Advocate will seek out and schedule outreach activities.

The PHA shall mix its public housing development populations ethnically, racially and income-wise as much as possible.

Goal Two: **Smoke-Free**

PHA properties have been smoke-free since 2016, and we will continue to enforce the no-smoking policy. HACE will send an annual reminder letter to tenants regarding the no-smoking policy and informing tenants of their rights and lease responsibilities concerning this policy.

Based on input from tenants in the 2021 annual meeting, in 2022 we will evaluate our Smoke-free policy for efficacy, consider a more structured policy, and update tenants with any new policy requirements per HUD's guidelines.

Goal Three: **Neighborhood Watch**

The PHA will support and facilitate meetings and make available meeting space periodically for tenants and neighbors interested in forming a Neighborhood Watch program. The PHA will reach out to interested tenants based on a survey sent out in 2021, to have a further discussion and encourage them to become active members of their community, dedicated to making housing a clean and safe environment.

- Goal Four: **Tenant Communication**
The PHA will continue to enhance and encourage communication with tenants via a quarterly newsletter. The newsletter is both sent via USPS mail as well as posted to our website for reference.
- Goal Five: **Compliance**
The PHA will ensure full compliance with all applicable standards and regulations including generally accepted accounting practices (GAAP) and governmental accounting standards board (GASB), with a goal of zero findings in annual audits, with audit report including any findings to be made available and presented annually.
1. Completed audit for FYx1 will be presented at a regular board of commissioners' meeting before the end of FYx2.
 2. Completed audit report will be posted on agency website.
- Goal Six: **Maintenance**
HACE maintenance team continues to work toward more efficient operations. Increases in efficiency to be supported by:
1. Training all maintenance personnel in the use of tablets for performing annual inspections and for initiating/completing work orders timely.
 2. Cross-training where possible so the department is able to sufficiently cover scheduled inspections and emergency needs when not fully staffed.
 3. Sourcing at least one additional/back-up contractor for each routine service (e.g. painting, flooring, and cleaning) to support the most rapid completion of unit turns possible.
- Goal Seven: **Phone System**
The PHA will continue to review and update our phone system biannually in order to make it easier to navigate, reach the intended recipient, and be more user friendly.
- Goal Eight: **Technology and Accessibility**
The PHA will add to our selection of resources available for download from our website in order to better meet our client's needs to access and complete paperwork remotely and successfully communicate with agency staff without interfacing directly.
- Specifically:
1. We will continue to provide the following online, and assess the need to add further documents digitally:
 - a. Application
 - b. Notice of Change
 - c. Recertification paperwork
 - d. Board meeting agendas

2. We will continue accepting tenant payments through an online processing portal, and explore the option to accept payment via additional methods (e.g. debit/credit cards).

Goal Nine:

Repositioning

As the PHA's public housing stock nears 70 years in age, it is evident the need to explore options to guarantee the future of affordable housing in Eureka. The PHA will work with HUD, consultants, developers, and any other available sources to explore various opportunities to maintain and/or increase affordable housing stock in a financially, environmentally, and socially sound manner.

The PHA will assemble and present a report to the Board in 2022 from the work done in 2021 with Enterprise Community Partners, Structure PDX, HUD, and any other participants, disseminating the work done and the recommended path for repositioning.

Goal Ten:

Staff Retention and Training

The PHA will promote and maintain a motivating work environment with a capable team of employees.

1. Budget will be allocated, approved and available to send appropriate staff to training seminars that will enhance staff skills for their particular job classification and responsibilities.
2. On-demand training will be available to all staff through a contract with HTVN
3. The PHA will acknowledge staff monthly for their achievements by providing an employee recognition award to an employee selected by the management team.

Goal Eleven:

Customer Feedback

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

We will provide an annual survey to clients 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.

City of Eureka Housing Authority

Board of Commissioners Meeting

March 21, 2022

Agenda Item H2

Memorandum

To: Commissioners

From: Cheryl Churchill, Executive Director

Subject: Repositioning Update

BACKGROUND AND HISTORY:

The City of Eureka Housing Authority Board of Commissioners has had two meetings in which repositioning details have been discussed and presented. The first discussion at our January 18, 2022 board meeting introduced the draft Repositioning Plan. At the second meeting on February 22, 2022, consultant Mike Andrews presented more detail and explained what repositioning means in practice related to finances, tenants, etc. As this is a new and complex topic, it was suggested at the 2/22/22 meeting that an ad-hoc committee may be necessary to develop a deeper understanding of this topic to bring back to the full committee, with input from staff, County of Humboldt Housing Authority board members, consultants, and community members, if necessary.

Attached for reference are questions that board members provided ahead of the 2/22/22 meeting, not all of which have been answered. These questions may help Commissioners develop expectations for the ad-hoc committee.

STAFF RECOMMENDATION:

Form ad-hoc committee and determine frequency and length of meetings as well as desired outcomes.

Repositioning Questions (from Commissioners)

1. How many other medium-size public housing authorities have repositioned their housing from public housing to a voucher program?
2. How many other Housing Authorities nationally have turned down the opportunity to reposition?
3. What are the lessons/best practices learned from the authorities who have undertaken repositioning?
4. What do we know about other repositioning efforts relative to the private developer partner requirements for ownership? Are any of these done as managing partner agreements where the Housing Authority is the managing partner?
5. Across the country, what have been the objections to re-positioning and Section 18 by other Housing Authorities? In other words what are the downsides and risks to taking this path?
6. On page 4 of the summary (repositioning draft plan) it lists the reasons to do this project. What are the reasons not to do it?
7. What is the recommendation of the consultant and Eureka Housing Authority staff as to ownership and control mentioned in the guiding principles for the project? In other words, is the recommendation for the Eureka Housing Authority to maintain ownership and control of the current public housing? What are the mechanisms that will allow the Eureka Housing Authority to do this? If not, what is the recommendation?
8. Since the vouchers will be project-based rather than tenant-based based, will the tenants have a guaranteed right to be relocated back into the into their old apartment (or similar)? What is the specific contractual mechanism that will assure this?
9. About how many residents will have to be relocated at a time and where will they be relocated to under this plan?
10. What does the Biden administration say about the Repositioning efforts versus reinvesting funds in public housing? What does the City of Eureka say about investment in public housing?
11. Is section 18 a stable source of funding? What is the long-term commitment to that source?
12. Can we partner with a nonprofit housing developer, or must it be a private housing developer?
13. Are any of the Eureka Housing Authority buildings considered obsolete under HUD definition?
14. What is being done to get meaningful response feedback from current residents? How will EHA meet HUD requirement for tenant involvement?
15. Are there any specific legal prohibitions from the Eureka Housing Authority taking private loans to rehab the units? And/or build new ones? What can't we borrow against our properties for rehabilitation?
16. Does our staff have the capacity to take on the repositioning? It is a lot to handle the transition while managing the rehab and the new developments along with converting all the vouchers? Is there a funding source for the extra staff that will be needed?

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17. Do the low-income housing tax credit (LIHTC) properties have any restrictions that are different than the other properties that need to be considered?
 18. In the introduction to the plan it refers to the Eureka Housing Authority working closely with the City of Eureka and County of Humboldt. Can you tell us more about this?
 19. Can you tell us more about Enterprise, the firm mentioned in the beginning of the draft plan? How was this company selected and what are their qualifications?
 20. The plan says that repositioning will optimize the position of the Eureka Housing Authority and improve its financial position. How does it do this? In what way does repositioning optimize public and private resources?
 21. How will we maintain the full rights of the tenants in terms of non-discrimination, right to hold a voucher, etc. if the Housing Authority buildings were to go into private ownership?
 22. What entity will provide and manage the vouchers after Repositioning if the buildings are privately owned?
 23. Are we under any time constraints?
 24. How will changes in political climates affect repositioning?
 25. How can we ensure that our housing remains public housing through repositioning?
 26. What properties are not included in repositioning?
 27. Have we identified an opportunity to include the BIPOC community in our repositioning discussion?
 28. How many PH's in the U.S. have elected to proceed with repositioning and how many have studied and declined. Is there a pattern, say urban or rural, small or large PH's?
 29. Operating revenue of PH's has been uncertain. Is it possible voucher support won't stabilize or will decline? Or increase? It is already the case that as rents have risen, we serve fewer people. Additionally, it is difficult to get private landlords to accept vouchers, so we must keep control of public property, a good reason to increase PH capacity if there are enough vouchers for the additional units.
 30. Ease of administration – how is it easier (to administer) compared to PH?
 31. How specifically does a PH redevelop or leverage its assets to provide the same or more housing? Where does the capital come from to do this?
 32. It is a priority to retain control of the PH properties in order to continue to serve low-income folks, preferably in increased numbers. Do we, actually, retain control under the proposed scenarios?
 33. To optimize public and private resources on behalf of properties and residents - what does that entail?
 34. Is this (repositioning) one applications or seven? Do we commit to all, some or none? Are the projects envisioned to be done one at a time? Is 1645 C Street to be first, 25-1 next including Prospect Street?
 35. Are we locked in to 351 units in the end? Or is this just an estimate?
 36. Using Section 18 Disposition (7 applications) how do we know we will get 7 ok's? Do we convert to Section 8 vouchers with properties "as is"? I'm very unclear on the process that gets to Very Small units inventory and which are the "prior projects"?
 37. For preservation, where does the money come from to rehab? Wouldn't tenants have to be relocated also?

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38. Redevelop: If we raze buildings, where will we relocate tenants when housing is already so tight and getting worse?
 39. I'm not sure how we "find a path" using Section 18 to transition to Vouchers. Can you elaborate on that?
 40. Discuss the Real Estate Strategy? Is there a difference between the 1 property labeled Preservation and those Preservation + Rehabilitation?
 41. For Redevelopment, we would seek a development partner - like City, non-profit, private? What would that look like?
 42. Which properties aren't included in repositioning?
 43. Which property has the largest discrepancy between current and potential unit counts?
 44. Has CEHA been in contact with potential developers interested in looking at HA owned properties specifically?
 45. Is the CEHA in a position where other property could be purchased and rehabilitated with intent of reselling?
 46. In regard to fair market rents, the cost for a move-in which often requires a deposit and first and last month's rents would likely exceed what an applicant can have in an account without losing or reducing Social Security income. Are there programs available to help with this or is this something the HA can manage internally to help remedy a situation?