



# HOUSING AUTHORITIES CITY OF EUREKA & COUNTY OF HUMBOLDT



735 WEST EVERDING STREET, EUREKA CA 95503  
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## AGENDA REGULAR MEETING OF THE COUNTY OF HUMBOLDT HOUSING AUTHORITY BOARD OF COMMISSIONERS

DATE AND TIME  
Monday – November 14, 2022  
12:00pm

### LOCATION

Pursuant to Assembly Bill No.361 (Chapter 165, Statutes of 2021) approved by the Governor on September 16, 2021) codified at Government Code Section 54953 a local legislative body is authorized to hold public meetings remotely via teleconferencing without complying with the teleconferencing requirements imposed by the Ralph M. Brown Act when, among other requirements, a legislative body of a local agency holds a meeting during a proclaimed state emergency, and makes the public meeting accessible “via a call-in option or an internet-based service option” to all members of the public seeking to access and attend the meeting, offer public comment, and address the legislative body.

### PUBLIC PARTICIPATION

Public access to this meeting is available as follows:

Join Zoom meeting:

<https://us02web.zoom.us/j/81472784862?pwd=YitWY1BBZU9lNmFSTzUd2lhdINdYdz09>

Meeting ID: 814 7278 4862

Passcode: 109897

Join Zoom meeting via phone: (669) 900-6833

Persons wishing to address the Board of Commissioners are asked to submit comments for the public speaking portion of the agenda as follows:

- Send an email with your comment(s) to [heatherh@eurekahumboldtha.org](mailto:heatherh@eurekahumboldtha.org) prior to the Board of Commissioners meeting.
- Call and leave a message at (707) 443-4583 ext. 219.

When addressing the Board, on agenda items or business introduced by Commissioners, members of the public may speak for a maximum of five minutes per agenda item when the subject is before the Board.

1. Roll Call

2. Brown Act, Remote Session Authorization, Resolution 491 (pages 3- 4)  
Recommended Board Action: Accept and Adopt for Approval



The Housing Authorities are Equal Housing Opportunity Organizations



3. Public Comment (Non-Agenda):

This time is reserved for members of the public to address the Committee relative to matters of the County of Humboldt Housing Authority 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.

4. Approve Minutes of the Board of Commissioners Meeting held October 11, 2022. (pages 5- 8)

5. Bills and Communications: None

6. 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.

(6a) Covid-19 Updates

(6b) Occupancy and Leasing Report (page 9)

(6c) HCV Utilization Reports (pages 10- 12)

7. Reports of the Commissioners:

This time is reserved for Commissioners to share any relevant news or Housing related endeavors undertaken by Commissioners.

8. Unfinished Business:

This time is reserved for any business that has been carried over from previous meetings and/or discussions.

9. New Business:

(9a) County of Humboldt Housing Authority Board Meeting Schedule for 2023;  
*informational* (page 13)

(9b) Resolution 492, County of Humboldt Housing Authority's 2021 Financial Audit Report  
Recommended Board Action: Accept and Adopt for Approval (pages 14- 52)

(9c) Resolution 493, Update to bylaws

Recommended Board Action: Accept and Adopt for Approval (pages 53- 73)

(9d) Resolution 494, Proposed Utility Allowance Study Schedule for 2023

Recommended Board Action: Accept and Adopt for Approval (pages 74- 161)

10. Closed Session – If needed.

11. Adjournment

\* \* \* Note \* \* \*

Documents related to this agenda are available on-line at:

<https://eurekahumboldtha.org/governance/>

Know Your RIGHTS Under The Ralph M. Brown Act: Government's duty is to serve the public, reaching its decisions in full view of the public. The Board of Commissioners exists to conduct the business of its constituents. Deliberations are conducted before the people and are open for the people's review.

# County of Humboldt Housing Authority

Board of Commissioners Meeting

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November 14, 2022

Agenda Item 2

## Memorandum

To: Commissioners

From: Cheryl Churchill, Executive Director

Subject: Brown Act, Meetings Held Virtually

### BACKGROUND:

The Brown Act allows for meetings to occur via teleconferencing subject to certain requirements, particularly that:

- the teleconference be accessible to the public;
- members of the public be allowed to address the legislative body;
- the legislative body post an agenda; and
- at least a quorum of the legislative body participate from locations within the boundaries of the local agency's jurisdiction.

### STAFF RECOMMENDATION:

If the need to continue meetings remotely is acknowledged by the board, and meets the necessary requirements, approve the resolution allowing such practice to continue moving forward until such time as it is no longer necessary or no longer allowed.

**RESOLUTION NO. 491**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE COUNTY OF HUMBOLDT HOUSING AUTHORITY MAKING FINDINGS PURSUANT TO GOVERNMENT CODE SECTION 54953, AS AMENDED BY ASSEMBLY BILL 361, AND AUTHORIZING THE CONTINUED USE OF VIRTUAL MEETINGS**

WHEREAS, as a result of the COVID-19 pandemic, the Governor issued Executive Order Nos. N-08-21, N-25-20 and N-29-20, which suspended certain provisions of the Ralph M. Brown Act to allow the County of Humboldt Housing Authority Board of Commissioners to conduct public meetings without strict compliance with the teleconferencing provisions of the Brown Act;

WHEREAS, Assembly Bill 361, which was signed into law on September 17, 2021, amended Government Code section 54953, to provide relief from the teleconferencing provisions of the Brown Act under certain circumstances provided the County of Humboldt Housing Authority Board of Commissioners makes certain findings;

WHEREAS, as a result of the COVID-19 pandemic, the Governor proclaimed a state of emergency on March 4, 2020, in accordance with the section 8625 of the California Emergency Services Act, and the state of emergency remains in effect;

WHEREAS, as a result of the COVID-19 pandemic, the Humboldt County Health Officer has imposed and has recommended measures to promote social distancing;

NOW, THEREFORE, the County of Humboldt Housing Authority Board of Commissioners does hereby find and resolve as follows:

1. That the Board has reconsidered the circumstances of the previously declared and existing state of emergency arising from the COVID-19 pandemic;
2. That the state of emergency continues to directly impact the ability of the members of the Board to meet safely in person, and further that local officials continue to impose or recommend measures to promote social distancing;
3. That the Board and its subordinate Committees, Commissions, and Boards may continue to conduct public meetings in accordance with Government Code section 54953(e);
4. That the Board will reconsider the above findings within 30-days of this Resolution.

PASSED AND ADOPTED on the 14 day of November 2022 by the following vote:

AYES:  
NAYS:  
ABSENT:  
ABSTAIN:

\_\_\_\_\_  
Name

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature



## MINUTES

### MEETING OF THE COUNTY OF HUMBOLDT HOUSING AUTHORITY BOARD OF COMMISSIONERS

MONDAY, OCTOBER 11, 2022

Chairperson Conner declared a quorum present and called the meeting to order at 12:04p.m.

1. Roll Call:

Present: Chairperson Conner, Vice Chairperson Fitzgerald, Commissioner Escarda,  
Commissioner Zondervan-Droz  
Absent: Commissioner Derooy  
Staff: Churchill, Humphreys, Wiesner  
Public: Lisa Leon

2. Brown Act, Remote Session Authorization, Resolution 488

Recommended Board Action: Accept and Adopt for Approval

#### RESOLUTION NO. 488

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE COUNTY OF HUMBOLDT HOUSING  
AUTHORITY MAKING FINDINGS PURSUANT TO GOVERNMENT CODE SECTION 54953, AS  
AMENDED BY ASSEMBLY BILL 361, AND AUTHORIZING THE CONTINUED USE OF VIRTUAL  
MEETINGS

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WHEREAS, Assembly Bill 361, which was signed into law on September 17, 2021, amended Government Code section 54953, to provide relief from the teleconferencing provisions of the Brown Act under certain circumstances provided the County of Humboldt Housing Authority Board of Commissioners makes certain findings;

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WHEREAS, as a result of the COVID-19 pandemic, the Humboldt County Health Officer has imposed and has recommended measures to promote social distancing;

NOW, THEREFORE, the County of Humboldt Housing Authority Board of Commissioners does hereby find and resolve as follows:

1. That the Board has reconsidered the circumstances of the previously declared and existing state of emergency arising from the COVID-19 pandemic;

2. That the state of emergency continues to directly impact the ability of the members of the Board to meet safely in person, and further that local officials continue to impose or recommend measures to promote social distancing;
3. That the Board and its subordinate Committees, Commissions, and Boards may continue to conduct public meetings in accordance with Government Code section 54953(e);
4. That the Board will reconsider the above findings within 30-days of this Resolution.

Motion to approve the Resolution 488 by Commissioner Zondervan-Droz

Second - Vice Chairperson Fitzgerald

Roll Call:

Ayes: Conner, Fitzgerald, Escarda, Zondervan-Droz

Nays: None

Abstain: None

Chairperson Conner declared the motion carried and the Resolution 488 approved.

3. Public Comment (Non-Agenda): None heard.

4. Approve minutes of the board of commissioners meeting held September 12, 2022.

Motion to approve the minutes of the meeting of September 12, 2022, made by Commissioner Zondervan-Droz

Second – Commissioner Escarda

Roll call:

Ayes: Conner, Escarda, Fitzgerald, Zondervan-Droz

Nays: None

Abstain: None

Chairperson Conner declared the motion carried to approve the minutes of September 12, 2022.

5. Bills and Communication:

- (5a) HUD Communication dated September 23, 2022: Update to Housing Choice Voucher

Award Allocation; *informational*

Secretary Churchill goes over the communication noting that HUD awarded the County of Humboldt Housing Authority 12 new HCV vouchers.

6. Report of the Secretary:

- 6a. Covid-19 Updates

Secretary Churchill updates the board stating that we have no changes to report.

6b. Occupancy and Leasing Report

Secretary Churchill briefs the board on this report. Staff continues to pull off the waitlist and are receiving applications for Public Housing.

6c. HCV Utilization Reports

Secretary Churchill goes over this report noting that we currently have approximately 100 vouchers out searching to get leased up. For each of our programs, we are spending just over 100% of what is being funded, which shows that we continue to spend down the reserves that HUD holds for the County of Humboldt Housing Authority.

7. Reports of the Commissioners: None heard.

8. Unfinished Business: None.

9. New Business:

(9a) Resolution 489, CA086 5-Year and Annual Plan 2022-2026

Recommended Board Action: Accept and Adopt for Approval

Secretary Churchill goes over the plan with the board, noting key points and updates.

RESOLUTION NO. 489  
RESOLUTION TO APPROVE FIVE YEAR AND ANNUAL AGENCY PLAN

WHEREAS, In order to be in compliance with regulations of the United States Department of Housing and Urban Development, the County of Humboldt Housing Authority must submit a 5 year Plan every 5 years and an agency plan on an annual basis; and

WHEREAS, The Agency Plans have been reviewed for accuracy and completeness; and

WHEREAS, A Public Notice stating the Agency Plans were available for review at the Housing Authority offices with a Public Hearing to be held on September 14, 2022 was published on the County of Humboldt Housing Authority website and front lobby of the Housing Authority office; and

WHEREAS, The Public Hearing was held on September 14, 2022; and

WHEREAS, There were no changes or corrections to the agency plans suggested.

NOW, THEREFORE, BE IT RESOLVED, That the Commissioners of the County of Humboldt Housing Authority do hereby approve the 5 Year and Annual Agency Plan for 2022-2026 and 2022 respectively as submitted for review.

Motion to approve the Resolution 489 by Vice Chairperson Fitzgerald

Second - Commissioner Zondervan-Droz

Roll Call:

Ayes: Conner, Escarda, Fitzgerald, Zondervan-Droz

Nays: None

Abstain: None

Chairperson Conner declared the motion carried and the Resolution 489 approved.

(9b) Resolution 490, Annual Operating Budget for Fiscal Year Ending December 31, 2023  
 Recommended Board Action: Accept and Adopt for Approval  
 Director of Finance, Administration and Technology, Dustin Wiesner, briefs the board on the budget.

#### RESOLUTION NO. 490

#### TO APPROVE ANNUAL OPERATING BUDGET FOR COUNTY OF HUMBOLDT HOUSING AUTHORITY, INCLUDING SECTION 8 HOUSING CHOICE VOUCHER, CA086 FOR FISCAL YEAR ENDING DECEMBER 31, 2023

WHEREAS, The County of Humboldt Housing Authority Board of Commissioners directed the Executive Director to prepare an Operating Budget for Section 8 Housing Choice Voucher program, CA086, for fiscal year ending December 31, 2023; and

WHEREAS, The Operating Budget has been submitted for the Board's review and has been found to be substantially correct.

NOW, THEREFORE, BE IT RESOLVED, That the Commissioners of the County of Humboldt Housing Authority do hereby approve and adopt the Operating Budget for the County of Humboldt Housing Authority, including the CA086 Section 8 Housing Choice Voucher program, for fiscal year ending December 31, 2023.

Motion to approve the Resolution 490 by Commissioner Zondervan-Droz

Second - Vice Chairperson Fitzgerald

Roll Call:

Ayes: Conner, Escarda, Fitzgerald, Zondervan-Droz

Nays: None

Abstain: None

Chairperson Conner declared the motion carried and the Resolution 490 approved.

10. Closed Session: None needed.

11. Adjournment

There being no further business to come before the Commissioners, the meeting was adjourned at 12:59p.m.

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Secretary

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Chairperson

## Occupancy and Leasing Report 2022

### Housing Authorities of the City of Eureka and County of Humboldt

Program	Total Units Available		# Units Leased, 1st of Month									Wait List
	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	End of Month		
Eureka												
Public Housing	196 *	177	180	182	181	180	180	180	180	179	433	
Eureka Family Housing	51	48	48	48	47	44	44	46	46	46	481	
Eureka Senior Housing	22	20	20	20	20	21	21	21	19	18	180	
	269	245	248	250	248	245	245	247	245	243		
Humboldt												
Tenant Based Vouchers												
Housing Choice Vouchers	1137	822	816	820	812	813	814	806	796	799	958	
VASH Vouchers	73	23	23	23	26	26	28	28	29	31	N/A	
Mainstream vouchers	75 ***	27	27	28	29	31	32	36	36	35	N/A	
Emergency Housing Vouchers (EHV)	182	5	11	15	18	23	30	38	42	46	N/A	
Project Based Vouchers												
PBV-VASH - Bayview Heights (Eureka)	22 **	21	21	21	22	22	22	22	22	22		
PBV-HCV - Bayview Heights (Eureka)	3 **	-	-	-	3	3	3	3	3	3		
PBV-HCV - Sorrell Place (Arcata)	5 **	-	-	-	-							
PBV-HCV - Providence (Eureka)	42 +	-	-	-	-							
PBV-HCV - 7th & Myrtle Senior (Eureka)	35 +	-	-	-	-							
Total All Vouchers	1574	898	898	907	910	918	929	933	928	936		
Vouchers issued but not under contract, end of month (aka "Searching")												76

\*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 Vouchers at Bayview Heights Veteran's housing at 4th & C Street, Eureka; contract signed 6/30/2020.  
5 Project Based HCV vouchers at Sorrell Place, extremely low income units at 7th & I Street, Arcata; effective 6/1/2022.

\*\*\* Mainstream vouchers were awarded December 2020. Funding and voucher issuance began April 2021.  
25 Mainstream vouchers will be allocated via waitlist pulls; 50 will be via referral from CoC partners.

‡ No PHA waitlist for EHVs; all are issued based on referral from HHHC or HDVS. Referrals began Q4 2021.

† HUD-approved PBVs; project expected to complete construction in 2023.

**COUNTY OF HUMBOLDT HOUSING AUTHORITY**  
**All Voucher Programs**  
**For the month of September 2022**

	January	February	March	April	May	June	July	August	September	Total
<b>Traditional HCV &amp; VASH (Includes PBVs)</b>										
HAP income	\$ 487,449	\$ 490,581	\$ 492,982	\$ 492,810	\$ 492,002	\$ 485,420	\$ 516,667	499,159.00	505,815.00	\$ 4,462,885
HAP expenses	(491,882)	(489,328)	(494,790)	(489,895)	(496,352)	(500,284)	(499,124)	(514,768.00)	(515,010.00)	(4,491,433)
Surplus (Deficit)	<u>(4,433)</u>	<u>1,253</u>	<u>(1,808)</u>	<u>2,915</u>	<u>(4,351)</u>	<u>(14,864)</u>	<u>17,543</u>	<u>(15,609.00)</u>	<u>(9,195.00)</u>	<u>(28,549)</u>
% Total income utilized	100.91% <b>A</b>	99.74%	100.37%	99.41%	100.88% <b>A</b>	103.06%	96.60%	103.13%	101.82% <b>A</b>	100.64%
Administrative/Other Income	71,092	71,162	83,214	69,268	112,267	77,092	74,183	73,199.40	72,497.28	703,974
Operating expenses	(62,591)	(57,222)	(62,223)	(64,273)	(83,268)	(60,183)	(100,329)	(72,497.28)	(60,625.55)	(623,211)
Surplus (Deficit)	<u>8,501</u>	<u>13,940</u>	<u>20,991</u>	<u>4,995</u>	<u>29,000</u>	<u>16,909</u>	<u>(26,146)</u>	<u>702</u>	<u>11,872</u>	<u>80,763</u>
Remaining HAP Cash	18,124	19,052	10,667	12,533	12,110	2,092	14,037	560	4,480	
Remaining Non-HAP Cash	385,079	409,050	425,907	432,218	464,707	473,027	489,409	502,082	517,465	
Total HCV Cash	<u>403,203</u>	<u>428,102</u>	<u>436,574</u>	<u>444,751</u>	<u>476,818</u>	<u>475,119</u>	<u>503,447</u>	<u>502,641</u>	<u>521,944</u>	
Cash Increase/(Decrease)	6,455	24,900	8,471	8,177	32,067	(1,699)	28,328	(805)	19,303	
# of Households Assisted	866	858	862	858	861	864	856	854	852	7,731
Average HAP Payment	\$ 567.99	\$ 570.31	\$ 574.00	\$ 570.97	\$ 576.48	\$ 579.03	\$ 583.09	602.77	604.47	\$ 580.96
<b>Mainstream (disabled &amp; non-elderly)</b>										
HAP income	\$ 7,833	\$ 12,284	\$ 15,469	\$ 15,469	\$ 15,469	\$ -	\$ -	19,100.00	24,361.00	\$ 109,985
HAP expenses	(17,543)	(18,014)	(18,864)	(19,822)	(21,360)	(21,567)	(24,421)	(24,465.00)	(23,756.00)	(189,812)
Surplus (Deficit)	<u>(9,710)</u>	<u>(5,730)</u>	<u>(3,395)</u>	<u>(4,353)</u>	<u>(5,891)</u>	<u>(21,567)</u>	<u>(24,421)</u>	<u>(5,365.00)</u>	<u>605.00</u>	<u>(79,827)</u>
% Total income utilized	223.96%	146.65%	121.95%	128.14%	138.08%	N/A	N/A	128.09%	97.52%	172.58%
Administrative/Other Income	55	55	1,508	647	6,011	885	885	885	45,506	56,437
Operating expenses	(1,575)	(1,068)	(1,291)	(1,301)	(2,763)	(2,440)	(3,754)	(2,703)	(2,649)	(19,544)
Surplus (Deficit)	<u>(1,520)</u>	<u>(1,013)</u>	<u>217</u>	<u>(654)</u>	<u>3,248</u>	<u>(1,555)</u>	<u>(2,869)</u>	<u>(1,818)</u>	<u>42,857</u>	<u>36,893</u>
Remaining HAP Cash	69,131	63,950	60,703	56,106	53,175	31,360	8,261	2,512	2,113	
Remaining Non-HAP Cash	(1,407)	(2,296)	(2,052)	(2,669)	647	(702)	(2,104)	(3,734)	39,027	
Total MSV Cash	<u>67,724</u>	<u>61,654</u>	<u>58,651</u>	<u>53,437</u>	<u>53,822</u>	<u>30,658</u>	<u>6,157</u>	<u>(1,222)</u>	<u>41,140</u>	
Cash Increase/(Decrease)	(12,191)	(6,070)	(3,003)	(5,214)	385	(23,164)	(24,501)	(7,379)	42,362 <b>B</b>	
# of Households Assisted	27	27	28	29	31	32	36	36	35	281
Average HAP Payment	\$ 649.74	\$ 667.19	\$ 673.71	\$ 683.52	\$ 689.03	\$ 673.97	\$ 678.36	679.58	678.74	\$ 675.49

**Emergency Housing Vouchers (EHVs)**

HAP income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	-	\$ -
HAP expenses	(4,749)	(11,739)	(15,752)	(17,535)	(24,957)	(30,246)	(36,868)	(41,451.00)	(44,507.00)	(227,804)
Surplus (Deficit)	<u>(4,749)</u>	<u>(11,739)</u>	<u>(15,752)</u>	<u>(17,535)</u>	<u>(24,957)</u>	<u>(30,246)</u>	<u>(36,868)</u>	<u>(41,451.00)</u>	<u>(44,507.00)</u>	<u>(227,804)</u>
% Total income utilized	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Administrative/Other Income	6,940	13,451	11,275	12,862	18,644	15,136	21,921	22,840	22,481	145,551
Operating expenses	(6,064)	(12,924)	(10,910)	(12,457)	(18,645)	(15,141)	(28,275)	(22,481)	(18,240)	(145,138)
Surplus (Deficit)	<u>876</u>	<u>527</u>	<u>365</u>	<u>405</u>	<u>(1)</u>	<u>(5)</u>	<u>(6,354)</u>	<u>358</u>	<u>4,241</u>	<u>413</u>
Remaining HAP Cash	512,371	500,567	485,216	467,681	442,929	412,584	375,210	334,859	290,352	
Remaining Non-HAP Cash	426,639	414,688	404,613	392,951	374,709	360,770	339,649	317,910	268,183	
Total EHV Cash	939,010	915,255	889,829	860,632	817,638	773,354	714,859	652,769	558,535	
Cash Increase/(Decrease)	(12,025)	(23,755)	(25,426)	(29,197)	(42,993)	(44,284)	(58,495)	(62,091)	(94,233) C	
# of Households Assisted	5	11	15	18	23	30	38	42	46	228
Average HAP Payment	\$ 949.80	\$ 1,067.18	\$ 1,050.13	\$ 974.17	\$ 1,085.09	\$ 1,008.20	\$ 970.21	986.93	967.54	\$ 999.14

**Total All Voucher Programs**

HAP income	\$ 495,282	\$ 502,865	\$ 508,451	\$ 508,279	\$ 507,471	\$ 485,420	\$ 516,667	\$ 518,259	\$ 530,176	\$ 4,572,870
HAP expenses	(514,174)	(519,081)	(529,406)	(527,252)	(542,669)	(552,097)	(560,413)	(580,684)	(583,273)	(4,909,049)
Surplus (Deficit)	<u>(18,892)</u>	<u>(16,216)</u>	<u>(20,955)</u>	<u>(18,973)</u>	<u>(35,199)</u>	<u>(66,677)</u>	<u>(43,746)</u>	<u>(62,425.00)</u>	<u>(53,097.00)</u>	<u>(336,180)</u>
% Total income utilized	103.81%	103.22%	104.12%	103.73%	106.94%	113.74%	108.47%	112.05%	110.01%	107.35%
Administrative/Other Income	78,087	84,668	95,997	82,777	136,923	93,113	96,989	96,924	140,485	905,962
Operating expenses	(70,229)	(71,214)	(74,424)	(78,031)	(104,676)	(77,764)	(132,357)	(97,682)	(81,515)	(787,893)
Surplus (Deficit)	<u>7,857</u>	<u>13,454</u>	<u>21,572</u>	<u>4,747</u>	<u>32,247</u>	<u>15,349</u>	<u>(35,368)</u>	<u>(758)</u>	<u>58,970</u>	<u>118,070</u>
Remaining HAP Cash	599,626	583,569	556,586	536,320	508,214	446,036	397,508	337,931	296,945	
Remaining Non-HAP Cash	810,311	821,443	828,468	822,499	840,064	833,095	826,955	816,258	824,675	
Total Program Cash	1,409,938	1,405,012	1,385,054	1,358,819	1,348,278	1,279,131	1,224,463	1,154,189	1,121,620	
Cash Increase/(Decrease)	(17,760)	(4,926)	(19,958)	(26,235)	(10,541)	(69,147)	(54,668)	(70,274)	(32,569)	
# of Households Assisted	898	896	905	905	915	926	930	932	933	8,240
Average HAP Payment	\$ 572.58	\$ 579.33	\$ 584.98	\$ 582.60	\$ 593.08	\$ 596.22	\$ 602.59	623.05	625.16	\$ 595.76

**Notes**

**A** Spending above 100% indicates full utilization of monthly funding plus spending down of HUD-held reserves (which is encouraged/required by HUD).

**B** Cash decrease due to timing of HUD stopping MSV payments in 06/2022; expecting cash to increase as payments continue this year.

**C** Cash decrease due to timing of HUD stopping EHV HAP and Admin Fee disbursements from 12/2021-06/2022; expecting cash to continue to decrease as preliminary program funding is utilized per HUD program mandate. Once initial program funding gets below a certain level, HUD will initiate monthly funding again.

**Housing Choice Vouchers**

	<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>	<u>2022</u>
January	985	913	889	917	918	903	882	866	884	866
February	983	906	901	921	919	898	894	867	875	858
March	977	899	908	923	918	896	897	861	875	862
April	979	896	920	928	919	908	895	859	873	858
May	977	890	920	927	917	905	895	850	873	861
June	976	890	922	930	914	898	892	853	868	864
July	969	891	929	924	919	895	882	873	865	856
August	962	891	929	923	917	888	879	872	864	854
September	956	896	931	927	913	888	872	883	864	852
October	946	897	918	934	906	888	866	888	862	
November	939	900	913	928	903	887	881	890	866	
December	927	890	910	925	902	882	877	887	857	
Average	<b>965</b>	<b>897</b>	<b>916</b>	<b>926</b>	<b>914</b>	<b>895</b>	<b>884</b>	<b>871</b>	<b>869</b>	<b>859</b>
UML's	11,576	10,759	10,990	11,107	10,965	10,736	10,612	10,449	10,426	7,731

**Mainstream Vouchers**

									<u>2021</u>	<u>2022</u>
January										27
February										27
March										28
April										29
May										31
June										32
July										36
August									4	36
September									15	35
October									18	
November									24	
December									27	
Average									<b>21</b>	<b>31</b>
UML's									88	281

**Emergency Housing Vouchers**

									<u>2021</u>	<u>2022</u>
January										5
February										11
March										15
April										18
May										23
June										30
July										38
August										42
September										46
October										
November										
December									4	
Average									<b>4</b>	<b>25</b>
UML's									4	228

**Total All Voucher Programs**

	<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>	<u>2022</u>
January	985	913	889	917	918	903	882	866	884	898
February	983	906	901	921	919	898	894	867	875	896
March	977	899	908	923	918	896	897	861	875	905
April	979	896	920	928	919	908	895	859	873	905
May	977	890	920	927	917	905	895	850	873	915
June	976	890	922	930	914	898	892	853	868	926
July	969	891	929	924	919	895	882	873	865	930
August	962	891	929	923	917	888	879	872	868	932
September	956	896	931	927	913	888	872	883	879	933
October	946	897	918	934	906	888	866	888	880	
November	939	900	913	928	903	887	881	890	890	
December	927	890	910	925	902	882	877	887	888	
Average	<b>965</b>	<b>897</b>	<b>916</b>	<b>926</b>	<b>914</b>	<b>895</b>	<b>884</b>	<b>871</b>	<b>894</b>	<b>916</b>
UML's	11,576	10,759	10,990	11,107	10,965	10,736	10,612	10,449	10,518	8,240



**City of Eureka Housing Authority**  
**County of Humboldt Housing Authority**  
**2023 Board Meeting Schedule**

Date	Board	Notes
January 09	County Board	
January 17	City Board	Tuesday meeting due to Martin Luther King holiday
February 14	County Board	Tuesday meeting due to Lincoln's birthday
February 21	City Board	Tuesday meeting due to President's Day holiday
March 13	County Board	Annual Meeting -Elect Officers
March 20	City Board	Annual Meeting -Elect Officers
April 10	County Board	
April 17	City Board	
May 08	County Board	
May 15	City Board	
June 12	County Board	
June 20	City Board	Tuesday meeting due to June-teenth holiday
July 10	County Board	Mission Statement Goals
July 17	City Board	Mission Statement Goals
August 14	County Board	
August 21	City Board	
September 11	County Board	Annual Agency Plan
September 18	City Board	Annual Agency Plan
October 10	County Board	Tuesday meeting due to Columbus Day holiday - Budget review/approval
October 16	City Board	Budget review/approval
November 13	County Board	Utility Allowance
November 20	City Board	Audits / Utility allowance
December 11	County Board	
December 18	City Board	

# County of Humboldt Housing Authority

Board of Commissioners Meeting

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November 14, 2022

Agenda Item 9b

## Memorandum

To: Commissioners

From: Dustin Wiesner, Director of Finance, Administration and Technology

Subject: County of Humboldt Housing Authority's 2021 Financial Audit Report

### BACKGROUND AND HISTORY:

Presented is the County of Humboldt Housing Authority's 2021 Financial Audit Report. We had zero findings. Below is a list of financial highlights and a reference to relevant discussion points.

- Net position increased by \$1,075,927 (>100%) during 2021 (pg. 7 of audit report).
- Total revenues increased \$879,693 (13%) during 2021. (pg. 8 of audit report).
- Total expenses decreased by \$163,011 (2%) during 2021. (pg. 8 of audit report).

### Impact to Personnel:

N/A

### Fiscal Impact:

HUD requires an annual audited financial report. Failure to submit an annual audited financial report may result in sanctions including, but not limited to, a permanent reduction or offset of funding.

### Alternatives:

N/A

### STAFF RECOMMENDATION:

Staff recommends that the Board approve the County of Humboldt Housing Authority's 2021 Financial Audit Report.

COUNTY OF HUMBOLDT HOUSING AUTHORITY  
HUMBOLDT, CALIFORNIA

AUDITED FINANCIAL STATEMENTS

DECEMBER 31, 2021



**COUNTY OF HUMBOLDT HOUSING AUTHORITY  
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DECEMBER 31, 2021**

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**COUNTY OF HUMBOLDT HOUSING AUTHORITY  
LIST OF PRINCIPAL OFFICIALS**

The following table lists the Board Members as of December 31, 2021:

<b>Board Members</b>	<b>Position</b>
Elizabeth Conner	Chairperson
Maureen Fitzgerald	Vice-Chairperson
Sylvia Derooy	Commissioner
Kaylen Escarda	Commissioner
Leslie Zondervan-Droz	Commissioner

In addition to the above Commissioners, the Administrator of the Authority is Cheryl Churchill, who serves as the Executive Director.

## INDEPENDENT AUDITOR'S REPORT

To the Governing Body of  
County of Humboldt Housing Authority  
Humboldt, California

### **Report on the Audit of Financial Statements**

#### **Opinions**

We have audited the accompanying financial statements of the business-type activities of County of Humboldt Housing Authority (the "Authority"), as of and for the year ended December 31, 2021, and the related notes to the financial statements, which collectively comprise the Authority's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the business-type activities of the Authority as of December 31, 2021, the respective changes in financial position and, where applicable cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

#### **Basis for Opinions**

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Authority and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

#### **Responsibility of Management for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Authority's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

### **Auditor's Responsibility for the Audit of the Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Authority's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

### **Required Supplementary Information**

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 5 through 9, as listed in the table of contents be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

### **Supplementary Information**

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Authority's basic financial statements. The schedule of expenditures of federal awards, is presented for purposes of additional analysis as required by Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

### **Other Information**

Management is responsible for the other information included in the report. The other information comprises the list of principal officials but does not include the basic financial statements and our auditor's report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

### **Other Reporting Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued our report dated August 26, 2022, on our consideration of the Authority's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Authority's internal control over financial reporting or on compliance.

*Harshmal & Company LLP*

Oakland, California  
August 26, 2022



**COUNTY OF HUMBOLDT HOUSING AUTHORITY**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)**  
**FOR THE YEAR ENDED DECEMBER 31, 2021**

County of Humboldt Housing Authority (the "Authority") primarily provides housing assistance to low income individuals and families. Its primary sources of funding are through grants received from the U.S. Department of Housing and Urban Development (HUD).

The Authority's Management's Discussion and Analysis (MD&A) is designed to:

- Provide an overview of the Authority's financial activity,
- Identify changes in the Authority's financial position (its ability to address the next and subsequent year challenges),
- Assist the reader in focusing on significant financial issues, and
- Identify individual fund issues or concerns.

Since the MD&A is designed to focus on the current year's activities, resulting changes and currently known facts, please read it in conjunction with the attached financial statements (beginning on page 10).

**FINANCIAL HIGHLIGHTS**

Net position increased by \$1,075,927 during 2021. Since the Authority engage only in business-type activities, the increase is all in the category of business-type net position. Net Position was \$843,721 and \$(232,206) for 2021 and 2020, respectively.

Total revenues increased by \$879,693 during 2021 and were \$7,527,955 and \$6,648,262 for 2021 and 2020, respectively.

Total expenses decreased by \$163,011 during 2021 and were \$6,452,028 and \$6,615,039 for 2021 and 2020, respectively.

**Authority-Wide Financial Statements**

The Authority-wide financial statements are designed similarly to those of a business corporation in that all business-type activities are consolidated into columns that add to a total for the entire Authority.

These Statements include a Statement of Net Position, which is similar to a Balance Sheet. The Statement of Net Position reports all financial and capital resources for the Authority. The statement is presented in the format where assets, minus liabilities, equal "Net Position", formerly known as equity. Assets and liabilities are presented in order of liquidity, and are classified as "Current," that is convertible into cash within one year, and "Non-current".

The focus of the Statement of Net Position (the "Unrestricted Net Position") is designed to represent the net available liquid (non-capital) assets, net of liabilities, for the entire net position and is reported in three broad categories:

- Net Investment in Capital Assets: This component of Net Position consists of all Capital Assets, reduced by the outstanding balances of any bonds, mortgages, notes or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.
- Restricted Net Position: This component of Net Position consists of restricted assets, when constraints are placed on the asset by creditors (such as debt covenants), grantors, contributors, laws, regulations, etc.
- Unrestricted Net Position: Consists of Net Position that do not meet the definition of "Net Investment in Capital Assets" or "Restricted Net Position".

**COUNTY OF HUMBOLDT HOUSING AUTHORITY**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)**  
**FOR THE YEAR ENDED DECEMBER 31, 2021**

**Authority-Wide Financial Statements - Cont'd**

The Authority-wide financial statements also include a Statement of Revenues, Expenses and Changes in Fund Net Position (similar to an Income Statement). This Statement includes Operating Revenues, such as operating subsidy and grants, Operating Expenses, such as administrative, utilities, and maintenance, and Nonoperating Revenue and Expenses, such as investment income, interest expense and depreciation.

The focus of the Statement of Revenues, Expenses and Changes in Fund Net Position is the "Change in Net Position", which is similar to Net Income or Loss.

Finally, a Statement of Cash Flows is included, which discloses net cash provided by or used for operating activities, non-capital financing activities, and from capital and related financing activities.

**Fund Financial Statements**

Traditional users of governmental financial statements will find the Fund Financial Statements presentation more familiar. The focus is now on Major Funds, rather than fund types. The Authority consists of exclusively Enterprise Funds. Enterprise funds utilize the full accrual basis of accounting. The Enterprise method of accounting is similar to accounting utilized by the private sector accounting.

Some of the funds maintained by the Authority are required by the Department of Housing and Urban Development. Others are segregated to enhance accountability and control.

**The Authority's Fund**

Housing Choice Voucher Program - Under the Housing Choice Voucher Program, the Authority administers contracts with independent landlords that own the property. The Authority subsidizes family's rent through a Housing Assistance Payment made to the landlord. The program is administered under an Annual Contributions Contract (ACC) with HUD. HUD provides Annual Contributions Funding to enable the Authority to structure a lease that sets the participants' rent at 30% of household income.

Other Programs - In addition to the program above, the Authority also maintains other State and Local programs to help support the Authority's main objective of affordable housing to low income individuals.

**COUNTY OF HUMBOLDT HOUSING AUTHORITY**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)**  
**FOR THE YEAR ENDED DECEMBER 31, 2021**

The following table reflects the condensed Statement of Net Position compared to prior year.

**TABLE 1**  
**Statement of Net Position**

	<u>December 31,</u> <u>2021</u>	<u>December 31,</u> <u>2020</u>	<u>Change</u>
Current and other assets	\$ 1,795,022	\$ 735,102	\$ 1,059,920
Capital assets, net	18,758	22,773	(4,015)
Other assets	<u>-</u>	<u>6,600</u>	<u>(6,600)</u>
<b>Total assets</b>	<u>1,813,780</u>	<u>764,475</u>	<u>1,049,305</u>
Current liabilities	413,956	200,890	213,066
Noncurrent liabilities	<u>556,103</u>	<u>795,791</u>	<u>(239,688)</u>
<b>Total liabilities</b>	<u>970,059</u>	<u>996,681</u>	<u>(26,622)</u>
Net investment in capital assets	18,758	22,773	(4,015)
Restricted	618,919	11,955	606,964
Unrestricted	<u>206,044</u>	<u>(266,934)</u>	<u>472,978</u>
<b>Total net position</b>	<u>843,721</u>	<u>(232,206)</u>	<u>1,075,927</u>
<b>Total liabilities and net position</b>	<u><u>\$ 1,813,780</u></u>	<u><u>\$ 764,475</u></u>	<u><u>\$ 1,049,305</u></u>

**Major Factors Affecting the Statement of Net Position (Table 1)**

The Authority's total net position increased by \$1,075,927, largely as a result of the following items:

Current assets increased by \$1,059,920 mostly due to the following factors:

- Unrestricted cash increased by \$268,181 mostly due to an increase in Housing Choice Voucher (HCV) administrative fees as well as start-up Emergency Housing Voucher (EHV) funding.
- Restricted cash increased by \$763,804 mostly due to receipt of EHV revenue related to start-up housing assistance payment (HAP) funds as well as services fees.

Total liabilities decreased by \$26,622 primarily due to the following:

- Current liabilities increased by \$213,066 mostly due to receiving of unearned EHV funds that are expected to get drawn down next year.
- Noncurrent liabilities decreased by \$239,688 mostly due to a decrease in Authority's pension plan liability.

**COUNTY OF HUMBOLDT HOUSING AUTHORITY  
MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)  
FOR THE YEAR ENDED DECEMBER 31, 2021**

**TABLE 2  
Statement of Revenues, Expenses and Changes in Net Position**

	<u>December 31, 2021</u>	<u>December 31, 2020</u>	<u>Change</u>
Operating grants and subsidies	\$ 7,399,241	\$ 6,425,010	\$ 974,231
Other operating revenues	128,200	220,477	(92,277)
Depreciation expense	(4,015)	(4,714)	699
Housing assistance payments	(5,879,102)	(5,770,105)	(108,997)
Other operating expenses	<u>(568,911)</u>	<u>(840,220)</u>	<u>271,309</u>
<b>Operating Income (Loss)</b>	1,075,413	30,448	1,044,965
Nonoperating revenues (expenses)	<u>514</u>	<u>2,775</u>	<u>(2,261)</u>
<b>Change in net position</b>	<u>1,075,927</u>	<u>33,223</u>	<u>1,042,704</u>
Net position, beginning of year	<u>(232,206)</u>	<u>(265,429)</u>	<u>33,223</u>
Net position, end of year	<u><u>\$ 843,721</u></u>	<u><u>\$ (232,206)</u></u>	<u><u>\$ 1,075,927</u></u>

**Major Factors Affecting the Statement of Revenues, Expenses and Changes in Net Position (Table 2)**

The Authority's change in net position increased \$1,075,927 in 2021 compared to 2020's increase of \$33,223 due to the following factors:

**Revenues**

- Operating grants and subsidies increased by \$974,231 mostly due to funding received related to the Authority's new EHV and Mainstream Voucher (MSV) programs as well as an increase in HAP funding and administrative fee funding related to its HCV program.
- Other operating revenue decreased \$92,277 mostly due to a decrease in funding from portable vouchers coming into Humboldt County from other housing authorities.

**Expenses**

Expenses are subject to fluctuation based on the program's administrative needs as well as fair market rates for the local rental market, the number of vouchers issued, and the family compositions and incomes of voucher clients, as this determines the rental subsidy paid. The Authority's total expenses increased \$163,011 mostly as a result of the following items:

- Housing assistance payments expense increased \$108,997 mostly due to a planned increase in payment standard as well as voucher growth due to the EHV and MSV programs.
- Other operating expenses decreased by \$271,309 mostly due to a decrease in pension expense.

**COUNTY OF HUMBOLDT HOUSING AUTHORITY**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS (UNAUDITED)**  
**FOR THE YEAR ENDED DECEMBER 31, 2021**

**CAPITAL ASSETS AND DEBT ADMINISTRATION**

**Capital Assets**

As of fiscal year ended December 31, 2021, the Authority had \$18,758 invested in an inspection vehicle, site improvements, and a shop building. Assets are reflected in the following schedule, which represents a net decrease (additions, deductions and depreciation) of \$4,015 from the end of last year.

**TABLE 3**  
**Capital Assets**

	<u>December 31,</u> <u>2021</u>	<u>December 31,</u> <u>2020</u>	<u>Change</u>
Buildings	\$ 36,517	\$ 36,517	\$ -
Furniture and equipment - administration	36,226	36,226	-
Less: Accumulated depreciation	<u>(53,985)</u>	<u>(49,970)</u>	<u>(4,015)</u>
<b>Total</b>	<b><u>\$ 18,758</u></b>	<b><u>\$ 22,773</u></b>	<b><u>\$ (4,015)</u></b>

**Debt Outstanding**

At December 31, 2021, the Authority had no debt outstanding.

**ECONOMIC FACTORS**

Significant economic factors affecting the Authority are as follows:

- Federal funding by the U.S. Department of Housing and Urban Development.
- Local labor supply and demand, which can affect salary and wage rates.
- Local inflation, recession, and employment trends, which can affect resident incomes and therefore the amount of Housing Assistance Payments made to landlords on behalf of clients.

**FINANCIAL CONTACT**

The individual to be contacted regarding this report is Cheryl Churchill, Executive Director for County of Humboldt Housing Authority, at (707) 443-4583.

Specific requests may be submitted to:

Dustin Wiesner, Director of Finance,  
County of Humboldt Housing Authority,  
735 West Everding, Eureka, CA 95503.

## **BASIC FINANCIAL STATEMENTS**

**COUNTY OF HUMBOLDT HOUSING AUTHORITY**  
**STATEMENT OF NET POSITION**  
**DECEMBER 31, 2021**

**ASSETS**

Current assets	
Cash and cash equivalents	\$ 823,263
Accounts receivable, net	10,370
Notes receivable - current	6,600
Accrued interest receivables	142
Prepaid expenses	<u>26,917</u>
Total current assets	<u>867,292</u>
Restricted assets	
Cash and cash equivalents, restricted	<u>927,730</u>
Total restricted assets	<u>927,730</u>
Noncurrent assets	
Capital assets, net	<u>18,758</u>
Total noncurrent assets	<u>18,758</u>
Total assets	<u>1,813,780</u>

**LIABILITIES AND NET POSITION**

**LIABILITIES**

Current liabilities	
Accounts payable	4,452
Unearned revenue	367,392
Other current liabilities	32,277
Related-party obligations, current portion	7,980
Accrued employee benefits, current portion	<u>1,855</u>
Total current liabilities	<u>413,956</u>
Noncurrent liabilities	
Accrued employee benefits, net of current portion	59,988
Related-party obligations, net of current portion	<u>496,115</u>
Total noncurrent liabilities	<u>556,103</u>
Total liabilities	<u>970,059</u>

**NET POSITION**

Net investment in capital assets	18,758
Restricted	618,919
Unrestricted	<u>206,044</u>
Total net position	<u>843,721</u>
Total liabilities and net position	<u>\$ 1,813,780</u>

The accompanying notes are an integral part of these financial statements.

**COUNTY OF HUMBOLDT HOUSING AUTHORITY**  
**STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION**  
**FOR THE YEAR ENDED DECEMBER 31, 2021**

**OPERATING REVENUES**

Operating grants and subsidies	\$ 7,399,241
Other operating revenue	<u>128,200</u>
Total operating revenues	<u>7,527,441</u>

**OPERATING EXPENSES**

Administration	357,636
Tenant services	51,311
Utilities	9,260
Ordinary maintenance and operations	14,457
Insurance premiums	28,139
General expenses	108,108
Depreciation	4,015
Housing assistance payments	<u>5,879,102</u>
Total operating expenses	<u>6,452,028</u>

Operating income (loss)	1,075,413
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**NONOPERATING REVENUES (EXPENSES)**

Interest income	<u>514</u>
Total nonoperating revenues	<u>514</u>

Change in net position	<u>1,075,927</u>
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Net position, beginning of year	<u>(232,206)</u>
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Net position, end of year	<u><u>\$ 843,721</u></u>
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The accompanying notes are an integral part of these financial statements.



**COUNTY OF HUMBOLDT HOUSING AUTHORITY**  
**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED DECEMBER 31, 2021**

**CASH FLOWS FROM OPERATING ACTIVITIES**

Cash collected from	
Program participants	\$ 4,276
Other operating revenue	128,200
Cash receipts from grants	7,600,313
Cash paid for	
Housing assistance payments	(5,879,102)
Administrative expenses	(610,770)
Tenant services	(51,311)
Utility expenses	(9,260)
Maintenance expenses	(15,406)
Insurance premiums	(34,938)
General expenses	<u>(108,108)</u>
Net cash provided (used) by operating activities	<u>1,023,894</u>

**CASH FLOWS FROM INVESTING ACTIVITIES**

Receipts from notes receivable	7,200
Interest received on investments	<u>891</u>
Net cash provided (used) by investing activities	<u>8,091</u>
Net change in cash and cash equivalents	1,031,985
Cash and cash equivalents, beginning of year	<u>719,008</u>
Cash and cash equivalents, end of year	<u><u>\$ 1,750,993</u></u>

**RECONCILIATION OF CASH TO THE STATEMENT OF NET POSITION**

Cash and equivalents - operating	\$ 823,263
Restricted cash and equivalents	<u>927,730</u>
Total cash and cash equivalents	<u><u>\$ 1,750,993</u></u>

The accompanying notes are an integral part of these financial statements.

**COUNTY OF HUMBOLDT HOUSING AUTHORITY**  
**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED DECEMBER 31, 2021**

**RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH PROVIDED  
(USED) BY OPERATING ACTIVITIES**

Operating income (loss)	\$ 1,075,413
Adjustments to reconcile operating income (loss) to net cash provided (used) by operating activities	
Depreciation	4,015
Change in operating assets and liabilities:	
Accounts receivable	(8,712)
Prepaid expenses	(20,200)
Accounts payable	(949)
Accrued employee benefits	3,989
Unearned revenue	214,068
Related party obligations	(235,578)
Other current liabilities	<u>(8,152)</u>
Net cash provided (used) by operating activities	<u><u>\$ 1,023,894</u></u>

The accompanying notes are an integral part of these financial statements.

**COUNTY OF HUMBOLDT HOUSING AUTHORITY**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**DECEMBER 31, 2021**

**NOTE 1 - NATURE OF BUSINESS AND ORGANIZATION**

County of Humboldt Housing Authority (the "Authority") was incorporated on December 1, 1970, under the California State Health and Safety Code, Section 34200. The Authority was established to provide clean, decent, safe, sanitary and affordable housing to low-income families.

Commissioners are appointed by the County of Humboldt's Board of Supervisors. Regular commissioners serve terms of four years and tenant commissioners serve two years. The Board consists of six commissioners.

Under the United States Housing Act of 1937, as amended, the U.S. Department of Housing and Urban Development (HUD) has direct responsibility for administering low-income housing programs in the United States. Accordingly, HUD has contracted with the Authority to administer certain HUD funds.

**Reporting Entity**

As described in GASB Statement No. 34, paragraph 134, the Authority is considered a primary government and meets the definition of a special purpose government ("SPG"). The Authority is a legally separate entity that is engaged in only business-type activities. Business-type activities are defined as activities that are financed in whole or in part by fees charged to external parties for goods or services. SPGs engaged only in business-type activities are required to present only the financial statements required for proprietary funds, which includes Management's Discussion and Analysis ("MD&A"), basic financial statements, and Required Supplemental Information ("RSI"). All inter-program activities have been eliminated in these financial statements.

The Authority is an independent agency, with operations separate from those of the County of Humboldt (County). The Authority's obligations, including loans through direct borrowing or the sale of bonds, are not obligations of the County. The County provides no funding to the Authority. Additionally, the County of Humboldt does not hold title to any of the Authority's assets, nor does it have any right to the Authority's surpluses. The County does not have the ability to exercise influence over the Authority's daily operations or approve the Authority's budgets.

The Authority is a separate entity from City of Eureka Housing Authority. Each Housing Authority has a separate Board of Commissioners and separate by-laws to adhere to. One executive director administers both housing authorities; staff, office space and equipment are shared. Costs associated with these shared resources are allocated based on actual time spent on programs, square footage, and other methods deemed appropriate by management.

The Authority's primary operations are comprised of the Housing Choice Voucher Program. This program is designed to aid very low-income families in obtaining decent, safe, and sanitary rental housing. The Authority administers contracts with independent landlords that own property and rent that property to families that have applied for housing assistance. The Authority subsidizes the family's rent through a Housing Assistance Payment made to the landlord. The program is administered under an Annual Contributions Contract (ACC) with HUD. HUD provides Annual Contributions Funding to enable the Authority to structure a lease that sets the participants' rent at 30% of household income.

**COUNTY OF HUMBOLDT HOUSING AUTHORITY**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**DECEMBER 31, 2021**

**NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**Accrual Basis of Accounting**

The financial statements are presented using the accrual basis of accounting with an economic resources measurement focus. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred. As permitted by accounting principles generally accepted in the United States of America (GAAP), the Authority has elected to apply all relevant Government Accounting Standards Board (GASB) pronouncements.

The Authority distinguishes operating revenues and expenses from nonoperating items. Operating revenues and expenses are derived from providing services in connection with the Authority's ongoing operations. Operating revenues generally include housing assistance payments and fees from the Section 8 programs. Operating revenues also include other operating grants. Operating expenses generally include housing assistance payments, administrative expenses, tenant services, utilities, maintenance and operations, general expenses, and depreciation on capital assets. All other revenues and expenses not meeting the definition of operating revenues and expenses are reported as nonoperating revenues and expenses or as capital contributions.

When both restricted and unrestricted resources are available for use, it is the Authority's policy to use restricted resources first, then unrestricted resources as they are needed.

**Estimates**

The preparation of financial statements in conformity with generally accepted accounting principles as applied to governmental units require management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

**Cash and Equivalents**

The Authority's cash includes certificates of deposit, money market funds, savings accounts, demand deposits, and other short-term securities; consequently, the cost, carrying value, and market value are equivalent.

**Restricted Cash**

Restricted cash consists of cash set aside by HUD for the Housing Choice Voucher Program.

**Accounts Receivable from HUD and Other Governments**

The amounts reported as accounts receivable from HUD or due from other governments represent reimbursable costs or grant subsidies earned that have not been received as of year-end; these amounts are considered fully collectible.

**Allowance for Doubtful Accounts**

The Authority uses the allowance for bad debts method of valuing doubtful receivables which is based on historical experience, coupled with a review of the status of existing receivables.

**COUNTY OF HUMBOLDT HOUSING AUTHORITY**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**DECEMBER 31, 2021**

**NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONT'D**

*Compensated Absences*

Accumulated sick and vacation benefits are recorded as liabilities on the Authority's books. The Authority shares management and staff with City of Eureka Housing Authority and therefore allocates costs associated with the accrual of compensated absences based on actual time spent on programs by these personnel for the respective entity.

*Capital Assets*

Capital assets are stated at historical cost. Donated capital assets are stated at their fair value on the date donated. This includes site acquisition and improvement, structures and equipment. Items with expected lives greater than 1 year and value in excess of \$5,000 are recorded as capital assets.

Depreciation of exhaustible capital assets is charged as an expense against operations utilizing the straight-line method. Accumulated depreciation is reported on the Statement of Net Position. The estimated useful lives for each major class of depreciable fixed assets range from 3 to 40 years.

*Deferred Inflows/Outflows of Resources*

In accordance with GASB 63, in addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *Deferred Outflows of Resources*, represents a consumption of net position that applies to a future period and so will not be recognized as an expense or expenditure until then. The Authority has no items that meet this criterion.

Also, in addition to liabilities, the statement of net position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *Deferred Inflows of Resources*, represents an acquisition of net position that applies to a future period and so will not be recognized as revenue until then. The Authority has items that meet this criterion.

*Net Position*

Net position comprises the various net earnings from operating income, nonoperating revenues and expenses and net position is classified in the following three components:

- Net investment in capital assets - This component of net position consists of capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes or other borrowings that are attributable to the acquisition, construction or improvement of those assets. If there are significant unspent related debt proceeds at year-end, the portion of the debt attributable to the unspent proceeds are not included in the calculation of net investment in capital assets. Rather, that portion of the debt is included in the same net position component as the unspent proceeds.
- Restricted - This component of net position consists of constraints on assets imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments or constraints imposed by law through constitutional provisions or enabling legislation, reduced by liabilities related to those restricted assets.
- Unrestricted - This component of net position consists of amounts that do not meet the definition of "restricted" or "net investment in capital assets."

**COUNTY OF HUMBOLDT HOUSING AUTHORITY  
NOTES TO THE BASIC FINANCIAL STATEMENTS  
DECEMBER 31, 2021**

**NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - CONT'D**

*Income Taxes*

The Authority is not subjected to federal or state income taxes.

*Subsequent Events*

The management of the Authority has evaluated subsequent events through August 26, 2022, the date the financial statements were available to be issued.

**NOTE 3 - CASH AND INVESTMENTS**

*Investments Authorized by US Department of Housing and Urban Development*

All deposits of the Authority are made in board-designated official depositories and are secured in accordance with HUD regulations. The annual contribution contract authorizes the Authority to invest in the following types of securities:

- Obligations of the Federal Government which are backed by the full faith and credit of the Federal Government.
- Obligations of any agency or instrumentality of the Federal Government if the payment of interest and principal on such obligations is fully guaranteed by the Federal Government.
- Obligations of the Federal Intermediate Credit Banks, the Federal Home Loan Banks, the Federal National Mortgage Association, the Bank for Cooperatives, and the Federal Land Banks which mature no later than 18 months after the date of purchase.

*Investments Authorized by California Government Code*

The following table identifies the investment types that are authorized in accordance with Section 53601 of the California Government Code.

<u>Authorized Investment Type</u>	<u>Maximum Maturity</u>	<u>Maximum Percentage of Portfolio</u>	<u>Maximum Investment in One Issuer</u>
U.S Treasury Bill, Notes and Bonds	5 years	100%	None
Government Agency Securities	5 years	100%	None
Banker's Acceptances	180 days	40%	30%
Commercial Paper	270 days	25%	10%
Negotiable Certificates of Deposit	5 years	30%	None
California Local Agency Investment Fund	N/A	100%	\$ 65,000,000
Medium-Term Notes	5 years	30%	None
Money Market Mutual Funds	5 years	20%	None
Collateralized Bank Deposits	5 years	100%	None
Investment Pools	N/A	100%	None

**COUNTY OF HUMBOLDT HOUSING AUTHORITY  
NOTES TO THE BASIC FINANCIAL STATEMENTS  
DECEMBER 31, 2021**

**NOTE 3 - CASH AND INVESTMENTS - CONT'D**

In accordance with GASB Statement No. 40, Authority's exposure to deposit and investment risk is disclosed as follows:

**Interest Rate Risk**

Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment. The Authority's policy is to manage this exposure to declines in fair values by limiting the weighted average maturity of its investments portfolio. As of December 31, 2021, the Authority's risk of changes in interest rates is minimal since the investments primarily consist of state sponsored investment pool funds which have stated interest rates.

**Credit Risk**

Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. It is the Authority's policy to follow the HUD regulations by only having direct investments and investments through mutual funds to direct obligations, guaranteed obligations, or obligations of the agencies of the United States of America. As of December 31, 2021, the Authority mitigated this exposure to credit risk by only investing in fully insured state investment pool funds.

**Custodial Credit Risk**

Custodial credit risk is the risk that in the event of a bank failure, the Authority's deposits may not be returned. The Authority's policy for custodial credit risk requires collateral to be held in the Authority's name by its agent or by the bank's trust department. As of December 31, 2021, none of the Authority's total bank balances were exposed to custodial credit risk.

**Investment Policy**

Per investment policy, HUD and the California Government Code do not address legal or policy requirements that would limit the exposure to custodial credit risk for deposits or investments, other than the following provision for deposits: The California Government Code requires that a financial institution secure deposits made by state or local government units by pledging securities in an undivided collateral pool held by a depository regulated under state law. The market value of the pledged securities in the collateral pool must equal at least 110% of the total amount deposited by the public agencies. California law also allows financial institutions to secure such deposits by pledging first trust deed mortgage notes having a value of 150% of the secured public deposits.

**NOTE 4 - RESTRICTED CASH**

The following schedule presents the breakdown of restricted cash as of December 31, 2021:

Cash balances associated with Mainstream Vouchers	\$ 79,915
Cash balances associated with Housing Choice Vouchers	21,048
Cash balances associated with Emergency Housing Vouchers	<u>826,767</u>
Total restricted cash and equivalents	<u><u>\$ 927,730</u></u>

**COUNTY OF HUMBOLDT HOUSING AUTHORITY**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**DECEMBER 31, 2021**

**NOTE 5 - ACCOUNTS RECEIVABLE**

Accounts receivable as of December 31, 2021 comprised of the following:

Receivable from other housing authorities	\$ 4,973
Receivable from other governments	349
Fraud recovery receivables	10,425
Allowance for doubtful accounts - fraud	(5,904)
Other receivables	<u>527</u>
Receivables, net of allowances	<u><u>\$ 10,370</u></u>

**NOTE 6 - CAPITAL ASSETS**

A summary of capital assets for the year ended December 31, 2021 is as follows:

	<u>December</u> <u>31, 2020</u>	<u>Additions</u>	<u>Deletions</u>	<u>December</u> <u>31, 2021</u>
Capital assets being depreciated				
Buildings	\$ 36,517	\$ -	\$ -	\$ 36,517
Furniture & equipment-administration	<u>36,226</u>	<u>-</u>	<u>-</u>	<u>36,226</u>
Total capital assets being depreciated	<u>72,743</u>	<u>-</u>	<u>-</u>	<u>72,743</u>
Accumulated depreciation	<u>(49,970)</u>	<u>(4,015)</u>	<u>-</u>	<u>(53,985)</u>
Capital assets, net	<u><u>\$ 22,773</u></u>	<u><u>\$ (4,015)</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 18,758</u></u>

**NOTE 7 - LONG-TERM LIABILITIES**

A summary of activity for long-term liabilities are summarized as follows:

	<u>December</u> <u>31, 2020</u>	<u>Addition</u>	<u>Reductions</u>	<u>December</u> <u>31, 2021</u>	<u>Current</u> <u>Portion</u>
Compensated absences	\$ 57,854	\$ 48,525	\$ (44,535)	\$ 61,844	\$ 1,855
Accrued employee benefits	<u>57,854</u>	<u>48,525</u>	<u>(44,535)</u>	<u>61,844</u>	<u>1,855</u>
Rent	\$ 71,820	\$ -	\$ (7,980)	\$ 63,840	\$ 7,980
OPEB plan	201,078	16,647	-	217,725	-
Pension plan	<u>474,755</u>	<u>-</u>	<u>(252,225)</u>	<u>222,530</u>	<u>-</u>
Related-party obligations	<u>747,653</u>	<u>16,647</u>	<u>(260,205)</u>	<u>504,095</u>	<u>7,980</u>
Other long-term liabilities	<u><u>\$ 805,507</u></u>	<u><u>\$ 65,172</u></u>	<u><u>\$ (304,740)</u></u>	<u><u>\$ 565,939</u></u>	<u><u>\$ 9,835</u></u>



**COUNTY OF HUMBOLDT HOUSING AUTHORITY**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**DECEMBER 31, 2021**

**NOTE 8 - JOINT POWERS AGREEMENT**

The Authority is a member of the California Housing Workers Compensation Authority (CHWCA), an intergovernmental risk sharing joint powers authority, created pursuant to California Government Code Sections 6500, et. seq. Each entity has an equal voice in the selection of a Board, which oversees CHWCA.

The CHWCA's current available financial statement at December 31, 2021, is summarized below:

Total assets	\$ <u>31,854,836</u>
Total liabilities	16,175,772
Net position	<u>15,679,064</u>
Total liabilities and net position	\$ <u>31,854,836</u>
Operating revenues	\$ 5,027,130
Operating expenses	<u>4,636,233</u>
Operating income/(loss)	<u>\$ 390,897</u>

**NOTE 9 - NET POSITION**

Net investment in capital assets was comprised of the following as of December 31, 2021:

Capital assets, net of accumulated depreciation	\$ <u>18,758</u>
Net investment in capital assets	\$ <u>18,758</u>

Restricted net position was comprised of the following as of December 31, 2021:

Restricted cash and cash equivalents	\$ 927,730
Less: current liabilities covered by restricted assets	<u>(308,811)</u>
Restricted net position	<u>\$ 618,919</u>

**NOTE 10 - COMMITMENTS AND CONTINGENCIES**

**Government Examination**

The Authority has received funds from Federal and Local grant programs. It is possible that at some future date, it may be determined that the Authority was not in compliance with applicable grant requirements. The amount, if any, of expenditures which may be disallowed by the granting agencies cannot be determined at this time, although, the Authority do not expect such disallowed amounts, if any, to materially affect the financial statements.

**COUNTY OF HUMBOLDT HOUSING AUTHORITY**  
**NOTES TO THE BASIC FINANCIAL STATEMENTS**  
**DECEMBER 31, 2021**

**NOTE 11 - BUSINESS RISKS AND CONCENTRATIONS**

*Concentration - Major Contributor*

For the year ended December 31, 2021, approximately 99% of operating revenues reflected in the financial statements are from HUD. The Authority operates in a heavily regulated environment. The operations of the Authority are subject to the administrative directives, rules and regulations of federal, state and local regulatory agencies, including, but not limited to HUD. Such administrative directives, rules and regulations are subject to change by an act of Congress or an administrative change mandated by HUD. Such changes may occur with little notice or inadequate funding to pay for the related costs and the additional administrative burden to comply with the changes.

**NOTE 12 - RELATED PARTY TRANSACTIONS**

*Shared Administration*

The Authority shares management and a majority of Authority's resources with City of Eureka Housing Authority, including personnel and facilities. However, the Authority maintains a separate governing body and therefore are considered separate and unique organizations for reporting purposes.

*Notes Receivable*

During November 2017, the Authority provided \$36,000 of funds to City of Eureka Housing Authority (an affiliate) to purchase a vehicle. The note with the City is a five-year loan which bears no interest rate and is payable in monthly installments of \$600 which commenced December 2017. As of December 31, 2021, the balance of the note was \$6,600.

*Liability for Pension Plan*

The Authority does not have a pension plan. However, all of the salaries and wages in the Authority's financial statements are allocations of staff members from City of Eureka Housing Authority which does participate in a defined benefit plan with the State of California (PERS). City of Eureka Housing Authority implemented GASB 68 *Accounting and Financial Reporting for Pensions* during fiscal year 2015. This resulted in the Authority establishing a note payable to City of Eureka Housing Authority for the Authority's agreed upon allocable portion of the net pension liability. As of December 31, 2021, the balance of the note was \$222,530. This liability is reassessed annually based on 30% of the Net Pension Liability for City of Eureka Housing Authority and adjusted as required.

*Liability for OPEB Plan*

The Authority does not have an OPEB plan. However, all of the salaries and wages in the Authority's financial statements are allocations of staff members from City of Eureka Housing Authority which does offer other post-employment benefits. City of Eureka Housing Authority implemented GASB 75 during fiscal year 2018. This resulted in the Authority establishing a note payable to City of Eureka Housing Authority for the Authority's agreed upon allocable portion of the net pension liability. As of December 31, 2021, the balance of the note was \$217,725. This liability is reassessed annually based on 30% of the OPEB Liability for City of Eureka Housing Authority and adjusted as required.

**COUNTY OF HUMBOLDT HOUSING AUTHORITY  
NOTES TO THE BASIC FINANCIAL STATEMENTS  
DECEMBER 31, 2021**

**NOTE 12 - RELATED PARTY TRANSACTIONS - CONT'D**

**Liability for Rent**

The Authority is charged rental expense for the Authority's usage of the office facilities that are owned by City of Eureka Housing Authority. In 2011 The Authority did not have adequate cash flow to pay City of Eureka Housing Authority for rent charges during the year. A note payable was established as a zero percent non-interest bearing note payable. For the year ended December 31, 2021 the Authority has accrued \$63,840 in unpaid office rental fees from prior years. The Authority currently pays \$665 monthly on this liability.

## **SINGLE AUDIT SECTION**

**COUNTY OF HUMBOLDT HOUSING AUTHORITY  
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
FOR THE YEAR ENDED DECEMBER 31, 2021**

<u>Federal Grantor/Pass-through Grantor/Program or Cluster Title</u>	<u>Federal Assistance Listing Number</u>	<u>Federal Expenditures</u>
<b>U.S. Department of Housing and Urban Development (HUD)</b>		
<b><u>Direct Programs:</u></b>		
Section 8 Housing Choice Vouchers	14.871	\$ 6,192,398
CARES Act Section 8 Housing Choice Vouchers	14.871	137,513
Emergency Housing Vouchers (EHV)	14.EHV	30,461
Mainstream Vouchers	14.879	53,747
CARES Act Mainstream Vouchers	14.879	<u>14,458</u>
Total U.S. Department of Housing and Urban Development (HUD)		<u>6,428,577</u>
Total expenditures of federal awards		<u><u>\$ 6,428,577</u></u>

See the accompanying notes to Schedule of Expenditures of Federal Awards.

**COUNTY OF HUMBOLDT HOUSING AUTHORITY**  
**NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS**  
**DECEMBER 31, 2021**

**NOTE 1 - BASIS OF PRESENTATION**

The accompanying schedule of expenditures of federal awards (the Schedule) includes the federal awards activity of the County of Humboldt Housing Authority (the "Authority") under programs of the federal government for the year ended December 31, 2021. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the Authority's operations, it is not intended to and does not present the Authority's financial position, changes in net positions, or cash flows.

The amounts presented in the Schedule agree to the amounts presented in, or used in the preparation of, the basic financial statements.

**NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

The Schedule is presented using the accrual basis of accounting, the method used to prepare the Authority's basic financial statements. Note 2 of the Authority's basic financial statements describes the significant accounting policies used by the Authority. Such expenses are recognized following the cost principles contained in Uniform Guidance, wherein certain types of expenses are not allowable or are limited as to reimbursement.

**NOTE 3 - SUBRECIPIENTS**

The Authority reported no subrecipient grant activity.

**NOTE 4 - INDIRECT COST**

The Authority has elected not to use the 10% de minimis indirect cost rate as allowed under the Uniform Guidance.

## COMPLIANCE SECTION

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER  
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS  
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE  
WITH *GOVERNMENT AUDITING STANDARDS***

To the Governing Body of  
County of Humboldt Housing Authority  
Humboldt, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the business-type activities of County of Humboldt Housing Authority (the "Authority") as of and for the year ended December 31, 2021, and the related notes to the financial statements, which collectively comprise the Authority's basic financial statements, and have issued our report thereon dated August 26, 2022.

**Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the Authority's internal control over financial reporting (internal control) as a basis for designing the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control. Accordingly, we do not express an opinion on the effectiveness of the Authority's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that were not identified.

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Authority's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.



**Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Harshmal & Company LLP*

Oakland, California  
August 26, 2022

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH  
MAJOR PROGRAM AND ON INTERNAL CONTROL OVER  
COMPLIANCE REQUIRED BY UNIFORM GUIDANCE**

To the Governing Body of  
County of Humboldt Housing Authority  
Humboldt, California

**Report on Compliance for Each Major Federal Program**

**Opinion on Each Major Federal Program**

We have audited County of Humboldt Housing Authority's (the "Authority") compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of the Authority's major federal programs for the year ended December 31, 2021. The Authority's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, the Authority complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended December 31, 2021.

**Basis for Opinion on Each Major Federal Program**

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the Authority and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of the Authority's compliance with the compliance requirements referred to above.

**Responsibilities of Management for Compliance**

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to Authority's federal programs.

### **Auditor's Responsibilities for the Audit of Compliance**

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the Authority's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the Authority's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the Authority's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the Authority's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

### **Report on Internal Control over Compliance**

A *deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

*Harshmal & Company LLP*

Oakland, California  
August 26, 2022

**COUNTY OF HUMBOLDT HOUSING AUTHORITY  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED DECEMBER 31, 2021**

**SECTION I - SUMMARY OF AUDITOR'S RESULTS**

***Financial Statements***

Type of auditor's report issued:	Unmodified
Internal control over financial reporting:	
• Material weakness(es) identified?	No
• Significant deficiency(ies) identified that are not considered to be weakness(es)?	None reported
Noncompliance material to financial statements noted?	No

***Federal Awards***

Internal control over major programs:	
• Material weakness(es) identified?	No
• Significant deficiency(ies) identified that are not considered to be material weakness(es)?	None reported
Type of auditor's report issued on compliance in accordance with major programs	Unmodified
Any audit findings disclosed that are required to be reported in accordance with <i>Uniform Guidance 2 CFR 200.516(a)</i> ?	No

**Identification of major programs:**

<u><i>Federal Assistance Listing Number</i></u>	<u><i>Name of Federal Program or Cluster</i></u>
14.871	Section 8 Housing Choice Vouchers

Dollar threshold used to distinguish between type A and type B programs:	\$750,000
Auditee qualified as low-risk auditee?	Yes
Instances where results of audit follow-up procedures disclosed that the summary schedule of prior audit findings materially misrepresents the status of any prior audit finding?	No

**COUNTY OF HUMBOLDT HOUSING AUTHORITY  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED DECEMBER 31, 2021**

**SECTION II - FINANCIAL STATEMENT FINDINGS**

No matters were reported.

**SECTION III - FEDERAL AWARD FINDINGS AND QUESTIONED COSTS**

No matters were reported.

**COUNTY OF HUMBOLDT HOUSING AUTHORITY  
STATUS OF PRIOR YEAR FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED DECEMBER 31, 2021**

The Authority had no finding or questioned cost noted in the prior year that requires a status.

## RESOLUTION 492

### TO ACCEPT AGENCY AUDIT REPORTS FISCAL YEAR ENDING DECEMBER 31, 2021

WHEREAS, It is a requirement of the United States Department of Housing and Urban Development that the Housing Authority have an independent audit of Compliance and Internal Control Over Financial Reporting based on Audit of Financial Statements Performed in Accordance with Government Audit Standards; and

WHEREAS, It is a requirement of the United States Department of Housing and Urban Development that the Housing Authority have an independent audit of Compliance With Requirements Applicable to Each Major Program and on Internal Control Over Compliance In Accordance With OMB Circular A-133; and

WHEREAS, The Housing Authority has contracted with Harshwal & Company LLP, Certified Public Accountants, to complete the audit; and

WHEREAS, Annual Audit has been completed and the Auditors Report has been submitted to the members of the Board of Commissioners for review and approval; and

WHEREAS, The Commissioners have reviewed the audit report and found it to be substantially correct.

NOW, THEREFORE, BE IT RESOLVED, that the Commissioners of the Housing Authority of the County of Humboldt do hereby accept the Audited Financial Statements for the fiscal year ending December 31, 2021.

PASSED AND ADOPTED on the 14 day of November 2022 by the following vote:

AYES:  
NAYS:  
ABSENT  
ABSTAIN:

\_\_\_\_\_  
Name

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature



# Housing Authority of the County of Humboldt

## Board of Commissioners Meeting

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November 14, 2022

Agenda Item 9c

## Memorandum

To: Commissioners

From: Cheryl Churchill, Executive Director

Subject: Updates to bylaws

### BACKGROUND AND HISTORY:

The bylaws of the Housing Authority of the County of Humboldt must periodically be reviewed to determine if any amendments or significant revisions are required. The bylaws have been reviewed, and recommended updates are suggested in the attached red-line version of the bylaws. The most significant updates are:

1. Adjusting male nouns and pronouns to gender-neutral terms, e.g. changing “Chairman” to “Chairperson”, and including “he/she” where it formally was limited to “he”.
2. Recording a new resolution to set the current day, time, and place of regular meetings.

### Impact to Personnel:

None.

### Fiscal Impact:

None.

### Impact to Agency Personnel:

None.

### Alternatives:

Bylaws, if left as is, would not reflect the current scheduling and nature of the business. This option is not recommended.

### STAFF RECOMMENDATION:

Review updates and approve resolution to adopt updated bylaws. Alternately, suggest changes if necessary and recommend bylaws be brought back to next regular meeting for approval and adoption.

**BY-LAWS OF THE HOUSING AUTHORITY  
OF THE  
COUNTY OF HUMBOLDT**

<b>Event</b>	<b>Date</b>
Bylaws Adopted (Resolution 2)	December 1, 1970
Amended by resolution, changing office of the authority to 735 W. Everding Street, Eureka (Resolution 14)	April 6, 1971
Amended by resolution, changing time and place of regular meetings (Resolution 15)	April 6, 1971
Amended by resolution, changing time and place of regular meetings (Resolution 100)	September 6, 1977
Amended by resolution, changing requirements for providing requisite notice for special meetings (Resolution 108)	May 12, 1978
Amended by resolution, changing number of commissioners necessary to constitute a quorum (Resolution 109)	May 12, 1978
Amended by resolution, approving and adopting revision of by-laws, providing for joint meetings between Housing Authority of the County of Humboldt and Housing Authority of the City of Eureka (Resolution 119)	July 13, 1979
Amended by resolution, changing time and place of regular meetings (Resolution 127)	July 11, 1980
Amended by resolution, changing time and place of regular meetings and updating language of bylaws (Resolution XXX)	TBD

**BY-LAWS OF THE HOUSING AUTHORITY  
OF THE  
COUNTY OF HUMBOLDT**

**ARTICLE I - THE AUTHORITY**

SECTION 1. Name of Authority

The name of the Authority shall be the "Housing Authority of the County of Humboldt".

SECTION 2. Seal of Authority

The seal of the authority shall be in the form of a circle and shall bear the name of the Authority and the year of its organization.

SECTION 3. Office of Authority

The office of the Authority shall be at such place in the City of Eureka, California, as the Authority may from time to time designate by resolution.

**ARTICLE II - OFFICERS**

SECTION 1. Officers

The officers of the Authority shall be a ~~Chairman, a Vice-Chairman~~Chairperson, a Vice-Chairperson, and a Secretary who shall be the Executive Director.

## SECTION 2. ~~Chairman~~Chairperson

The ~~Chairman~~Chairperson shall preside at all meetings of the Authority. Except as otherwise authorized by resolution of the Authority, the ~~Chairman~~Chairperson shall sign all contracts, deeds, and other instruments made by the Authority. At each meeting the ~~Chairman~~Chairperson shall submit such recommendations and information as he/she may consider proper concerning the business, affairs, and policies of the Authority.

## SECTION 3. Vice-~~Chairman~~Chairperson

The Vice-~~Chairman~~Chairperson shall perform the duties of the ~~Chairman~~Chairperson in the absence or incapacity of the ~~Chairman~~Chairperson; and in case of the resignation or death of the ~~Chairman~~Chairperson, the Vice-~~Chairman~~Chairperson shall perform such duties as are imposed on the ~~Chairman~~Chairperson until such time as the Authority shall elect a new ~~Chairman~~Chairperson.

## SECTION 4. Secretary

The Secretary shall be the Executive Director of the Authority, and as Executive Director he/she shall have general supervision over the administration of its business and affairs, subject to the direction of the Authority. He/she shall be charged with the management of the housing projects of the Authority.

The Secretary shall keep the records of the Authority, shall act as Secretary of the meetings of the Authority and record all

votes, and shall keep a record of the proceedings of the Authority in a journal of proceedings to be kept for such purpose, and shall perform all duties incident to this office.

He/she shall keep in a safe custody the seal of the Authority and shall have power to affix such seal to all contracts and instruments authorized to be executed by the Authority.

He/she shall have the care and custody of all funds of the Authority and shall deposit the same in the name of the Authority in such bank or banks as the Authority may select.

He/she shall sign all orders and checks for the payment of money and shall pay out and disburse such moneys under the direction of the Authority. Except as otherwise authorized by resolution of the Authority, all such orders and checks shall be countersigned by the ~~Chairman~~Chairperson. He/she shall keep regular books of accounts showing receipts and expenditures and shall render to the Authority, at each regular meeting (or oftener when requested), an account of his/her transactions and also of the financial condition of the Authority. He/she shall give such bond for the faithful performance of his/her duties as the Authority may determine.

The compensation of the Secretary shall be determined by the Authority, provided that a temporary appointee selected from among the Commissioners of the Authority shall serve without compensation (other than the payment of necessary expenses).

#### SECTION 5. Additional Duties

The officers of the Authority shall perform such other duties and functions as may from time to time be required by the

Authority or the by-laws or rules and regulations of the Authority.

#### SECTION 6. Election or Appointment

The ~~Chairman~~-Chairperson and Vice-~~Chairman~~-Chairperson shall be elected at the annual meeting of the Authority from among the Commissioners of the Authority and shall hold office for one year or until their successors are elected and qualified; except that the first ~~Chairman~~-Chairperson shall hold office until the expiration of his/her term as Commissioner.

The Secretary shall be appointed by the Authority. Any person appointed to fill the office of Secretary, or any vacancy therein, shall have such term as the Authority fixes, but no Commissioner of the Authority shall be eligible to this office except as a temporary appointee.

#### SECTION 7. Vacancies

Should the offices of ~~Chairman~~-Chairperson or Vice-~~Chairman~~-Chairperson become vacant, the Authority shall elect a successor from its membership at the next regular meeting, and such election shall be for the unexpired term of said office. When the office of Secretary becomes vacant, the Authority shall appoint a successor as provided in Section 6 of this Article.

#### SECTION 8. Additional Personnel

The Authority may from time to time employ such personnel as it deems necessary to exercise its powers, duties, and functions as

prescribed by the Housing Authorities Law, as amended, of California, and all other laws of the State of California applicable thereto. The selection and compensation of such personnel (including the Secretary) shall be determined by the Authority subject to the laws of the State of California.

### **ARTICLE III - MEETINGS**

#### SECTION 1. Annual Meetings

The annual meeting of the Authority shall be held on the 2nd Tuesday in March at the regular time and meeting place of the Authority or at a place designated by the Authority.

#### SECTION 2. Regular Meetings

Regular meetings shall be held without notice at such time and place as may from time to time be determined by resolution of the Authority. In the event a day of regular meeting shall be a legal holiday, said meeting shall be held on next succeeding secular day.

#### SECTION 3. Special Meetings

The ~~Chairman~~Chairperson of the Authority may, when he/she deems it expedient, and shall, upon the written request of two Commissioners of the Authority, call a special meeting of the Authority for the purpose of transacting any business designated in the call. The call for a special meeting must be with 48 hours' notice when delivered personally or by telephone or ~~telegraph~~email or four days' notice by first class mail,

~~postage prepaid,~~ or may be waived by written waiver signed by all the members of the Authority prior to the meeting. At such special meeting no business shall be considered other than as designated in the call, but, if all of the Commissioners of the Authority are present at a special meeting or have signed a waiver of notice of such meeting, any and all business may be transacted at such special meeting.

#### SECTION 3(a). Special Meetings

All of the meetings of the Commissioners shall be open to the public, whether regular or special.

~~<sup>1</sup>A special call cannot be made on 24-hour notice as discussed; 48-hour notice is required by Chapter 1465 of the Statutes of 1970.~~

#### SECTION 4. Quorum

The powers of the Authority shall be vested in the Commissioners thereof in office from time to time. Four Commissioners shall constitute a quorum for the purpose of conducting its business and exercising its powers and for all other purposes, but a smaller number may adjourn from time to time until a quorum is obtained. When a quorum is in attendance, action may be taken by the Authority upon a vote of a majority of the Commissioners empowered to vote unless in any case the by-laws of the Authority require a larger number.

#### SECTION 5. Order of Business



At the regular meetings of the Authority the following shall be the order of business:

1. Roll call.
2. Reading and approval of the minutes of the previous meeting.
3. Bills and communications.
4. Report of the Secretary.
5. Reports of committees.
6. Unfinished business.
7. New business.
8. Adjournment.

All resolutions shall be in writing and shall be copied in a journal of the proceedings of the Authority.

#### SECTION 5. Manner of Voting

The voting on all questions coming before the Authority shall be by roll call, and the ayes and noes shall be entered upon the minutes of such meeting, except on the election of officers which may be by ballot.

### **ARTICLE IV - AMENDMENTS**

#### SECTION 1. Amendments to By-Laws

The bylaws of the Authority shall be amended only with the approval of at least four (4) of the Commissioners of the Authority in a regular or special meeting, but no such amendment shall be adopted unless at least two (2) days written notice

thereof is previously given to all the Commissioners of the Authority.

(NOTE: TO BE REPLACED WITH RESOLUTION 493 WHEN PASSED, UPDATING BYLAWS  
AND TIME/DAY/PLACE OF MEETINGS)

The following resolution was introduced by Chairman Metcalf, read in full and considered:

RESOLUTION NO. 127

APPROVING 'AMENDMENT TO BY-LAWS TO CHANGE TIME, DATE AND PLACE  
OF MEETINGS OF COMMISSIONERS OF HOUSING AUTHORITY COUNTY OF HUMBOLDT

**WHEREAS**, ARTICLE V, Section I. - Amendments to Bylaws of the Housing Authority of the County of Humboldt, adopted on July 13, 1979 by Resolution No 119, provides as follows:

"The Bylaws of the Authority shall be amended only with the approval of at least four (4) of the members of the Authority in a regular or special meeting, but no such amendment shall be adopted unless at least two (2) days written notice thereof is previously given to all the Commissioners of the Authority"; and

**WHEREAS**, at the Regular Meeting of the commissioners held on June 13, 1980, it was determined the time and place of meetings should be changed in order to encourage and accommodate public attendance and participation;

**THEREFORE BE IT RESOLVED**, that Resolution No. 100 "Amending the Bylaws, Changing the Time and Place of Regular Meetings of the Housing Authority of the County of Humboldt", and incorporated in Resolution No. 119, be rescinded "That until otherwise provided by Resolution, the Commissioners of the Housing Authority of the County of Humboldt shall hold Regular Meetings at 8:00 A.M., o'clock, on the Second Friday of each month in the Supervisors Chambers in the County Courthouse, Eureka, California", and, approve the amendment by this Resolution of ARTICLE IV MEETINGS: "That until otherwise provided by

Resolution, the Commissioners of the Housing Authority of the County of Humboldt shall hold Regular Meetings at 7:30 P.M., o'clock, on the Second Monday of each month in Room 213 of the County courthouse, Eureka, California."

It was moved by Commissioner Mills that the foregoing resolution be adopted as introduced and read, which motion was seconded by Commissioner Stegeman and upon roll call the "Ayes" and "Nays" were as follows:

AYES: Metcalf, Stegeman, Mills, Bryant, Daniels, Dickerson

NAYS: None

The Chairman thereupon declared said Motion carried and said Resolution adopted.

**BY-LAWS OF THE HOUSING AUTHORITY  
OF THE  
COUNTY OF HUMBOLDT**

<b>Event</b>	<b>Date</b>
Bylaws Adopted (Resolution 2)	December 1, 1970
Amended by resolution, changing office of the authority to 735 W. Everding Street, Eureka (Resolution 14)	April 6, 1971
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Amended by resolution, changing time and place of regular meetings (Resolution 127)	July 11, 1980
Amended by resolution, changing time and place of regular meetings and updating language of bylaws (Resolution XXX)	TBD

**BY-LAWS OF THE HOUSING AUTHORITY  
OF THE  
COUNTY OF HUMBOLDT**

**ARTICLE I - THE AUTHORITY**

SECTION 1. Name of Authority

The name of the Authority shall be the "Housing Authority of the County of Humboldt".

SECTION 2. Seal of Authority

The seal of the authority shall be in the form of a circle and shall bear the name of the Authority and the year of its organization.

SECTION 3. Office of Authority

The office of the Authority shall be at such place in the City of Eureka, California, as the Authority may from time to time designate by resolution.

**ARTICLE II - OFFICERS**

SECTION 1. Officers

The officers of the Authority shall be a Chairperson, a Vice-Chairperson, and a Secretary who shall be the Executive Director.

## SECTION 2. Chairperson

The Chairperson shall preside at all meetings of the Authority. Except as otherwise authorized by resolution of the Authority, the Chairperson shall sign all contracts, deeds, and other instruments made by the Authority. At each meeting the Chairperson shall submit such recommendations and information as he/she may consider proper concerning the business, affairs, and policies of the Authority.

## SECTION 3. Vice-Chairperson

The Vice-Chairperson shall perform the duties of the Chairperson in the absence or incapacity of the Chairperson; and in case of the resignation or death of the Chairperson, the Vice-Chairperson shall perform such duties as are imposed on the Chairperson until such time as the Authority shall elect a new Chairperson.

## SECTION 4. Secretary

The Secretary shall be the Executive Director of the Authority, and as Executive Director he/she shall have general supervision over the administration of its business and affairs, subject to the direction of the Authority. He/she shall be charged with the management of the housing projects of the Authority.

The Secretary shall keep the records of the Authority, shall act as Secretary of the meetings of the Authority and record all votes, and shall keep a record of the proceedings of the

Authority in a journal of proceedings to be kept for such purpose, and shall perform all duties incident to this office. He/she shall keep in a safe custody the seal of the Authority and shall have power to affix such seal to all contracts and instruments authorized to be executed by the Authority.

He/she shall have the care and custody of all funds of the Authority and shall deposit the same in the name of the Authority in such bank or banks as the Authority may select. He/she shall sign all orders and checks for the payment of money and shall pay out and disburse such moneys under the direction of the Authority. Except as otherwise authorized by resolution of the Authority, all such orders and checks shall be countersigned by the Chairperson. He/she shall keep regular books of accounts showing receipts and expenditures and shall render to the Authority, at each regular meeting (or oftener when requested), an account of his/her transactions and also of the financial condition of the Authority. He/she shall give such bond for the faithful performance of his/her duties as the Authority may determine.

The compensation of the Secretary shall be determined by the Authority, provided that a temporary appointee selected from among the Commissioners of the Authority shall serve without compensation (other than the payment of necessary expenses).

#### SECTION 5. Additional Duties

The officers of the Authority shall perform such other duties and functions as may from time to time be required by the Authority or the by-laws or rules and regulations of the Authority.



#### SECTION 6. Election or Appointment

The Chairperson and Vice-Chairperson shall be elected at the annual meeting of the Authority from among the Commissioners of the Authority and shall hold office for one year or until their successors are elected and qualified; except that the first Chairperson shall hold office until the expiration of his/her term as Commissioner.

The Secretary shall be appointed by the Authority. Any person appointed to fill the office of Secretary, or any vacancy therein, shall have such term as the Authority fixes, but no Commissioner of the Authority shall be eligible to this office except as a temporary appointee.

#### SECTION 7. Vacancies

Should the offices of Chairperson or Vice-Chairperson become vacant, the Authority shall elect a successor from its membership at the next regular meeting, and such election shall be for the unexpired term of said office. When the office of Secretary becomes vacant, the Authority shall appoint a successor as provided in Section 6 of this Article.

#### SECTION 8. Additional Personnel

The Authority may from time to time employ such personnel as it deems necessary to exercise its powers, duties, and functions as prescribed by the Housing Authorities Law, as amended, of California, and all other laws of the State of California

applicable thereto. The selection and compensation of such personnel (including the Secretary) shall be determined by the Authority subject to the laws of the State of California.

### **ARTICLE III - MEETINGS**

#### SECTION 1. Annual Meetings

The annual meeting of the Authority shall be held on the 2nd Tuesday in March at the regular time and meeting place of the Authority or at a place designated by the Authority.

#### SECTION 2. Regular Meetings

Regular meetings shall be held without notice at such time and place as may from time to time be determined by resolution of the Authority. In the event a day of regular meeting shall be a legal holiday, said meeting shall be held on next succeeding secular day.

#### SECTION 3. Special Meetings

The Chairperson of the Authority may, when he/she deems it expedient, and shall, upon the written request of two Commissioners of the Authority, call a special meeting of the Authority for the purpose of transacting any business designated in the call. The call for a special meeting must be with 48 hours' notice when delivered personally or by telephone or email or four days' notice by first class mail, or may be waived by written waiver signed by all the members of the Authority prior to the meeting. At such special meeting no business shall be

considered other than as designated in the call, but, if all of the Commissioners of the Authority are present at a special meeting or have signed a waiver of notice of such meeting, any and all business may be transacted at such special meeting.

#### SECTION 3(a). Special Meetings

All of the meetings of the Commissioners shall be open to the public, whether regular or special.

#### SECTION 4. Quorum

The powers of the Authority shall be vested in the Commissioners thereof in office from time to time. Four Commissioners shall constitute a quorum for the purpose of conducting its business and exercising its powers and for all other purposes, but a smaller number may adjourn from time to time until a quorum is obtained. When a quorum is in attendance, action may be taken by the Authority upon a vote of a majority of the Commissioners empowered to vote unless in any case the by-laws of the Authority require a larger number.

#### SECTION 5. Order of Business

At the regular meetings of the Authority the following shall be the order of business:

1. Roll call.
2. Reading and approval of the minutes of the previous meeting.
3. Bills and communications.
4. Report of the Secretary.

5. Reports of committees.
6. Unfinished business.
7. New business.
8. Adjournment.

All resolutions shall be in writing and shall be copied in a journal of the proceedings of the Authority.

#### SECTION 5. Manner of Voting

The voting on all questions coming before the Authority shall be by roll call, and the ayes and noes shall be entered upon the minutes of such meeting, except on the election of officers which may be by ballot.

### **ARTICLE IV - AMENDMENTS**

#### SECTION 1. Amendments to By-Laws

The bylaws of the Authority shall be amended only with the approval of at least four (4) of the Commissioners of the Authority in a regular or special meeting, but no such amendment shall be adopted unless at least two (2) days written notice thereof is previously given to all the Commissioners of the Authority.

**RESOLUTION 493**

**PROVIDING FOR THE TIME AND PLACE OF REGULAR MEETINGS AND ADOPTING  
UPDATES TO BYLAWS**

WHEREAS, Housing Authority law requires that the Housing Authority of the County of Humboldt provide for the time and place of holding its regular meetings; and

WHEREAS, it is necessary that the Housing Authority from time to time to review, update, and adopt revisions to bylaws to carry into effect its powers and purposes; and

WHEREAS, the Housing Authority has reviewed and considered the Bylaws attached hereto as Exhibit A;

NOW, THEREFORE, be it resolved that:

1. The County of Humboldt Housing Authority hereby establishes the second Tuesday of each month at 12:00 noon as the day and time of regular meetings, in the Housing Authority Conference Room at 735 West Everding Street, Eureka, California, except during times of declared emergencies, during which time meetings may occur via remote videoconference if allowed and provided for by a resolution of the board.
2. The updated bylaws of the Housing Authority of the County of Humboldt, a copy of which is attached hereto as Exhibit A, are hereby adopted.

PASSED AND ADOPTED on the 14 day of November 2022 by the following vote:

AYES:

NAYS:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
Name

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

# County of Humboldt Housing Authority

Board of Commissioners Meeting

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November 14, 2022

Agenda Item 9d

## Memorandum

To: Commissioners

From: Cheryl Churchill, Executive Director

Subject: HCV Utility Allowance

### BACKGROUND AND HISTORY:

In accordance with HUD regulations, the Housing Authority must conduct an annual utility survey of a representative number of households in Humboldt County. This survey is then used to determine the utility allowance granted each Section 8 household to aid them in paying for their utilities.

As in the past, staff contracted with the Nelrod Company to conduct the survey and recommend the utility allowances for the 2023 fiscal year. Attached are comparison sheets showing the 2022 utility allowances and the proposed 2023 utility allowances, per building types and bedroom sizes.

Under HUD's regulations, if the utility survey indicates a change in the utility allowance of at least 10%, the Housing Authority must adopt the new utility allowances. As most categories show a 10% or greater increase, and as this is a benefit to program participants, it is in their interest to adopt the proposed utility allowances.

### STAFF RECOMMENDATION:

Staff recommend that the Board accept and approve the proposed 2023 HCV Utility Allowances.

**January 1, 2023**  
**Section 8 Utility Allowances**  
**Housing Authority of the County of Humboldt**  
*Allowances are rounded to nearest dollar*

A = Apartment    H = House

Utility or Service	0 BR		1 BR		2 BR		3 BR		4 BR		5 BR	
	A	H	A	H	A	H	A	H	A	H	A	H
<b>HEATING*</b>												
Natural Gas	46.00	64.00	52.00	77.00	62.00	89.00	71.00	100.00	77.00	112.00	87.00	125.00
Bottle Gas	84.00	118.00	96.00	141.00	111.00	164.00	130.00	183.00	141.00	202.00	157.00	225.00
Electric	43.00	98.00	51.00	115.00	67.00	134.00	84.00	152.00	100.00	171.00	117.00	190.00
Electric Heat Pump	38.00	54.00	44.00	63.00	53.00	75.00	59.00	85.00	66.00	94.00	72.00	109.00
Wood ****	28.00	28.00	28.00	28.00	28.00	28.00	34.00	34.00	41.00	41.00	41.00	41.00
<b>Air Conditioning</b>	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
<b>COOKING</b>												
Natural Gas	7.00	7.00	7.00	7.00	11.00	11.00	14.00	14.00	18.00	18.00	21.00	21.00
Bottle Gas	11.00	11.00	11.00	11.00	19.00	19.00	27.00	27.00	34.00	34.00	38.00	38.00
Electric	13.00	13.00	15.00	15.00	22.00	22.00	29.00	29.00	36.00	36.00	42.00	42.00
<b>OTHER Electric</b> (Lights Appliances includes CA Credit)	42.00	65.00	51.00	78.00	73.00	110.00	96.00	144.00	118.00	183.00	140.00	224.00
<b>WATER HEATING</b>												
Natural Gas	14.00	18.00	18.00	23.00	25.00	32.00	32.00	41.00	41.00	50.00	48.00	59.00
Bottle Gas	27.00	34.00	34.00	42.00	46.00	57.00	57.00	76.00	76.00	92.00	88.00	107.00
Electric	32.00	40.00	38.00	47.00	48.00	60.00	58.00	73.00	69.00	86.00	79.00	99.00
<b>OTHER - Natural Gas Climate Credit \$3.99</b>	-4.00	-4.00	-4.00	-4.00	-4.00	-4.00	-4.00	-4.00	-4.00	-4.00	-4.00	-4.00
<b>WATER</b>	41.00	41.00	42.00	42.00	47.00	47.00	55.00	55.00	64.00	64.00	73.00	73.00
<b>SEWER</b>	62.00	62.00	64.00	64.00	79.00	79.00	94.00	94.00	109.00	109.00	123.00	123.00
<b>TRASH COLLECTION (Avg)</b>	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00	40.00
<b>RANGE</b>	11.00	11.00	11.00	11.00	11.00	11.00	11.00	11.00	11.00	11.00	11.00	11.00
<b>REFRIGERATOR</b>	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00
Presented for County board approval and adoption on 11/14/2022												

\* FUEL OIL use bottle gas amount. PER RHM 10/26/2006

**January 1, 2022**  
**Section 8 Utility Allowances**  
**Housing Authority of the County of Humboldt**  
*Allowances are rounded to nearest dollar*

A = Apartment    H = House

Utility or Service	0 BR		1 BR		2 BR		3 BR		4 BR		5 BR	
	A	H	A	H	A	H	A	H	A	H	A	H
<b>HEATING*</b>												
Natural Gas	34.00	48.00	40.00	59.00	47.00	67.00	53.00	76.00	59.00	84.00	66.00	95.00
Bottle Gas	70.00	99.00	80.00	118.00	92.00	137.00	108.00	153.00	118.00	169.00	130.00	188.00
Electric	36.00	81.00	42.00	95.00	56.00	111.00	69.00	126.00	83.00	143.00	97.00	162.00
Electric Heat Pump	31.00	45.00	37.00	52.00	44.00	62.00	49.00	70.00	55.00	78.00	60.00	86.00
Wood ****	28.00	28.00	28.00	28.00	28.00	28.00	34.00	34.00	41.00	41.00	41.00	41.00
<b>Air Conditioning</b>	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
<b>COOKING</b>												
Natural Gas	5.00	5.00	5.00	5.00	9.00	9.00	10.00	10.00	14.00	14.00	16.00	16.00
Bottle Gas	10.00	10.00	10.00	10.00	16.00	16.00	22.00	22.00	29.00	29.00	32.00	32.00
Electric	11.00	11.00	13.00	13.00	18.00	18.00	24.00	24.00	29.00	29.00	35.00	35.00
<b>OTHER Electric</b> (Lights Appliances includes CA Credit)	37.00	56.00	45.00	67.00	63.00	94.00	82.00	122.00	100.00	156.00	119.00	191.00
<b>WATER HEATING</b>												
Natural Gas	10.00	14.00	14.00	17.00	19.00	24.00	24.00	31.00	31.00	38.00	36.00	45.00
Bottle Gas	22.00	29.00	29.00	35.00	38.00	48.00	48.00	64.00	64.00	76.00	73.00	89.00
Electric	26.00	33.00	31.00	39.00	40.00	50.00	48.00	60.00	57.00	71.00	66.00	82.00
<b>OTHER - Natural Gas Climate Credit \$-2.05</b>	-2.00	-2.00	-2.00	-2.00	-2.00	-2.00	-2.00	-2.00	-2.00	-2.00	-2.00	-2.00
<b>WATER</b>	46.00	46.00	47.00	47.00	55.00	55.00	63.00	63.00	71.00	71.00	79.00	79.00
<b>SEWER</b>	63.00	67.00	65.00	69.00	83.00	87.00	101.00	105.00	119.00	123.00	137.00	141.00
<b>TRASH COLLECTION (Recology) (Inside City Limits)</b>	33.00	33.00	33.00	33.00	33.00	33.00	33.00	33.00	33.00	33.00	33.00	33.00
<b>TRASH COLLECTION (Recology) (Outside City Limits)</b>	41.00	41.00	41.00	41.00	41.00	41.00	41.00	41.00	41.00	41.00	41.00	41.00
<b>RANGE</b>	11.00	11.00	11.00	11.00	11.00	11.00	11.00	11.00	11.00	11.00	11.00	11.00
<b>REFRIGERATOR</b>	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00

Approved by County Commissioners November 08, 2021

\* FUEL OIL use bottle gas amount. PER RHM 10/26/2006



# Utility Allowances

September 2022

## COUNTY OF HUMBOLDT HOUSING AUTHORITY

*Eureka, California*



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### UPDATE REPORT

### SECTION 8 HCV

### UTILITY ALLOWANCE SURVEY AND STUDY

### (INCLUDES ENERGY EFFICIENT UTILITY ALLOWANCES)

The **Nelrod** Company®

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Email: ResidentLife@nelrod.com – Website: www.nelrod.com

October 20, 2022

Heather Humphreys, Executive Assistant & HR Manager  
County of Humboldt Housing Authority  
735 W Everding Street  
Eureka, CA 95503

**Re: Section 8 HCV Utility Allowances (Includes Energy Efficient Utility Allowances Schedule)  
Update Report – 2022**

Dear Ms. Humphreys:

ResidentLife Utility Allowances® is pleased to enclose a draft copy of the Section 8 Housing Choice Voucher Program Utility Allowances (Includes Energy Efficient Utility Allowances) Update Report – 2022. Please see the Survey and Study Results section of the study analysis for details of changes.

ResidentLife Utility Allowances is putting our seal of compliance on the work we perform for your agency certifying that we have developed your Utility Allowances in compliance with HUD Regulations and guidelines. ***We recommend that you post your adopted utility allowance schedule(s) on your webpage. We have made this process easy for you by providing, by email, an electronic version of your currently updated Utility Allowances in a pdf format that is ready to upload directly to your website.*** This format displays our Seal of Certified Compliance assuring residents, Agency staff, HUD representatives, or other interested parties, that an approved method was used to efficiently and accurately develop your utility allowances and that the utility allowances are current.

Please carefully review this draft report for any identifiable problems, changes, corrections, and/or special needs and let me know if you have any changes or questions as soon as possible. If there are no changes requested to this draft report, then this report serves as the final draft as well. **See attached Closure Acceptance Statement. Please sign and return as soon as possible.** You can contact me at (817) 922-9000 ext 140 or amy@nelrod.com. It is a pleasure working with your agency and we will contact you again next year.

Sincerely,

*Amy Garnica*

Amy Garnica  
ResidentLife Utility Allowances Specialist  
Enclosure

Disclaimer: ResidentLife Utility Allowances® will make any necessary corrections to work previously performed prior to submission of final report. It is important to note that many local communities have different rate structures, weather patterns, types of charges, etc. ResidentLife Utility Allowances® has made every effort to be as accurate as possible, but will not be held responsible for changes involving different methodologies, rate structures, regulatory changes, omission and/or misinformation of cost calculation data from utility providers, selection of most advantageous cost calculation methodology in areas with multiple costing methods, and inaccurate allowances resulting from lack of information or data not provided by the agency.



Email: ResidentLife@nelrod.com – Website: www.nelrod.com

## Closure Acceptance Statement

**Re: Section 8 HCV Utility Allowances (Includes Energy Efficient Utility Allowances Schedule)  
Update Report - 2022**

Upon signing this Closure Statement, I, \_\_\_\_\_, on behalf of the **County of Humboldt Housing Authority, CA** acknowledge receipt of the draft survey study report.

I, or a member of our agency staff, have reviewed this draft report and have requested edits, changes or additions if needed. Our agency now accepts this survey study report as final. This does not mean that we will adopt these results as our Agency's actual allowances.

Signed

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

**Please sign and return within 30 days  
fax to: (817) 922-9100 or email to residentlife@nelrod.com**

**Job# 1007-RU-043**

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## **OBJECTIVES AND METHODOLOGY**

# OBJECTIVES AND METHODOLOGY

## Section 8 Housing Choice Voucher Program (Standard and Energy Efficient) ANNUAL UPDATE 2022

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### ***Utility Rate Comparison***

As required by HUD regulations 24 CFR 982.517, prior to beginning this update study for the **County of Humboldt Housing Authority, CA**, a comparison (annual review) was made of the utility rates and charges (**September 2021**) utilized in the previous study and the current utility rates and charges (**September 2022**). This comparison indicated that Pacific Gas & Electric's electric tier-1 rates increased 23%, tier-2 rates increased 22%, and the monthly climate credit changed from -\$2.87 to -\$6.55 causing a decrease of \$3.68 (-129%). Pacific Gas & Electric's natural gas tier-1 rates increased 33%, tier-2 rates increased 25%, and the monthly climate credit changed from -\$2.05 to -\$3.99 causing a decrease of \$1.94 (-95%). Sequoia Gas' propane fuel rate increased 21%. Of the 3 water providers' total rates and charges, 2 increased less than 10%, and 1 remained the same, Westhaven Community Services District was removed, per the Agency. Of the 2 of the sewer providers' total rates and charges, 1 increased less than 10%, and 1 remained the same for Multi-Family and Single-Family. Of the 3 of the trash collection providers' monthly charges, 1 increased more than 10%, and 2 increased less than 10%. (See comparison in Support Documentation section of this report.) Since the utility providers' **rates** have changed more than 10%, the current utility allowance schedule will be adjusted. This does not mean that **utility allowances** will change by the actual percentage values listed above.

### ***Objective***

The objective of this study is to update current **standard** and **energy efficient** Section 8 Housing Choice Voucher Program utility allowances for electricity, natural gas, bottle gas/propane, water, sewer, and trash collection with current rates and charges for each utility provider. HUD's Utility Schedule Model (**HUSM-Ver13i\_813\_Summit-Update**) will be used in this update study. This version automatically includes allowances under Electric Heating for Heat Pump in addition to Electric Resistance Heating. **Only one type of Heating should be chosen for determining the total utility allowances.**

*This Section 8 Housing Choice Voucher Program update study will be conducted in accordance with HUD Regulations 24 CFR 982.517 Utility Allowance Schedule.*

## ***Methodology***

The following steps were taken by a utility allowances specialist to accomplish the above objective:

### ***1. Utility Rates and Charges***

The following information was obtained by a rate specialist and input in the Utility Providers Residential Rates and Charges document:

- a. Documentation on current residential **electric** summer and winter rates and charges from **Pacific Gas & Electric** through their internet website and telephone inquiries.
- b. Documentation on current residential **natural gas** summer and winter rates and charges from **Pacific Gas & Electric** through their internet website and telephone inquiries.
- c. Documentation on current residential **bottle gas/propane** rates from **Sequoia Gas** through telephone inquiries.
- d. Documentation on the current residential **water and sewer** rates and charges from the **City of Eureka, Humboldt Community Services District, Hydesville Water District, and McKinleyville Community Services District**, through their internet websites and telephone inquiries.
- e. Documentation on current residential **trash collection** charges from the **Recology, Recology Eel River, and Humboldt Sanitation Services** through their internet websites and telephone inquiries.

### ***2. Comparison of Utility Rates and Charges***

A rate specialist created charts comparing the previously applied electric, natural gas, bottle gas/propane, water, sewer, and trash collection rates and charges for each provider to their current utility rates and charges. These charts calculate a percentage difference.

A rate specialist then analyzed the comparison charts and emailed the draft charts to the Agency with the recommendation to adjust current utility allowances due to a greater than 10% change in utility rates (HUD Regulations 24 CFR 982.517(c)(1)).



### 3. Data Gathering

#### a. *Currently Adopted Utility Allowances*

A copy of the currently adopted Section 8 HCV Utility Allowance Schedules was requested and received from the Agency.

#### b. *Monthly Utility Consumption Averages and Climatic Adjustment*

HUD's Utility Schedule Model **HUSM-Ver13i\_813\_Summit-Update** was utilized for the base community-wide consumptions which take into consideration current usage patterns and more energy efficient equipment. This tool provides for a "**Green Discount**" choice of "**None**" (**Standard**), "**Energy Star**", "**LEED**", or "**Significant Green Retrofit**". Choosing "**None**" provides "**Standard**" equipment and measures, and choosing "**Energy Star**", "**LEED**", or "**Significant Green Retrofit**" provides "**Energy Efficient**" equipment and measures. Each selection modifies the consumption averages.

In this engineering-methodology study "**None**" was chosen for **standard utility allowances** and "**Energy Star**", was chosen for **Energy Efficient** utility allowances.

The HUSM tool provides a choice of locations for the climatic adjustment of the base consumptions, by housing agency code or zip code. For agencies that cover more than one climatic zone, we utilize climatic data from the PHA\_Average\_HDD\_CDD spreadsheet to determine the appropriate base consumptions.

The HUSM tool does not provide **bottle gas/propane** consumptions, the average monthly consumption was developed by ResidentLife Utility Allowances specialist based on a conversion factor, acquired via internet research, to convert natural gas usage to propane usage.

**Water** average consumption is based on a national average, acquired via internet research, per building type and bedroom size.

**There was no in the consumption averages from the last study.**

#### 4. Utility Allowance Adjustments (Cost of Consumption)

The following steps were taken by our utility allowance specialist:

- a. Updated the Cost of Consumption charts from the previous study with current utility rates and charges for **electric** usage for each building type and each bedroom size.
- b. Updated the Cost of Consumption charts from the previous study with current utility rates and charges for **natural gas** usage for each building type and each bedroom size.
- c. Updated the Cost of Consumption charts from the previous study with the current utility rate for **bottle gas/propane** usage for each building type and each bedroom size.
- d. Updated, where needed, the Cost of Consumption charts from the previous study with current utility rates and charges for **water and sewer** usage for **each provider**, each building type, and each bedroom size. **The cost for each provider was then averaged together, per the Agency.**
- e. Applied the current **trash collection** charge for **each provider**.

These new utility allowances were entered into **3** forms HUD-52667 for applicable building types for Standard and Energy Efficient.

#### 5. Section 8 Utility Allowance Schedules - Form HUD-52667

ResidentLife Utility Allowances<sup>®</sup> has provided **3** updated forms HUD-52667, one each for **Multi-Family (Apartment)** and **Single-Family (Detached House)**, plus an additional schedule for **Energy Efficient Multi-Family (Apartment)** (1-5 bedrooms).

**NOTE 1:** The **Natural Gas** utility provider has a **California Climate Credit** that is not based on consumption. This credit is shown in the "Other-Specify:" row of the form HUD-52667. This credit should be deducted for residents utilizing this utility, but add it only one time. (See Explanation...Monthly Fixed Charges following these HUD forms). The **Electric** utility provider has a **California Climate Credit** that is not based on consumption. This credit has been deducted from the "Other Electric, Lighting, Refrigeration, Etc." calculations and is included in the "Other Electric" (Lights & Appliances) row of the form HUD-52667, **per the Agency**.

**NOTE 2:** If the owner/landlord does not provide a range or refrigerator with the leased unit, the agency must provide an allowance for the **tenant-provided range or refrigerator**, to supplement maintenance costs, and should be based on the lesser of the cost of leasing or installment purchasing of suitable equipment. Microwave applies only to studio/efficiency units that do not have a range/stove cooking source. Who provided the range and refrigerator must be indicated on the Request for Tenancy Approval (RFTA) and dwelling unit lease.

**NOTE 3:** For your convenience, we have provided utility allowances for Reasonable Accommodations medical equipment.

**NOTE 4:** On December 20, 2018, HUD revised the Section 8 HCV utility allowance regulations (24 CFR §982.517) item (d) Use of Utility Allowances Schedule, to now specify "The PHA must use the appropriate utility allowance for the lesser of the size of dwelling unit actually leased by the family or the family unit size as determined under the PHA subsidy standards." See HUD regulations for the exceptions.

**NOTE 5:** According to HUD's instructions provided with form HUD-52667, this form shall be reproduced by the Agency and given to families with their Voucher or subsequently in connection with any revisions. This form will provide the family, while shopping for a unit, with the amount of the allowances for various types of units for rent. With these allowances the family can compare gross rents and fair market rents. This form shall also be used by the Agency to record the actual allowance for each family and this form must be maintained in the tenant's file.

## 6. Support Documentation

Per HUD regulations (24 CFR 982.517(c)(1)) the Agency must maintain information supporting its annual review of utility allowances and any revisions made in its utility allowance schedule.

This report contains a copy of all such supporting documentation.

## 7. Annual Update

Section 8 Housing Choice Voucher HUD regulations (24 CFR 982.517(a)(2)) state that housing authorities **must review its schedule of utility allowances each year**, and **must revise** its allowance for a utility category **if there has been a change of 10% or more** in the utility rate since the last time the utility allowance schedule was revised. **If the Energy Efficient utility allowances are going to be used by affordable housing Tax Credit developers and builders, these allowances must be updated annually, regardless of 10% rate change.**

## 8. Submission of Adopted Utility Allowance Schedule

According to Section 8 Housing Choice Voucher Program HUD Regulations (24 CFR 982.517(a)(2)), a copy of the adopted utility allowance schedules (form HUD-52667) must be sent to your local HUD Field Office. At HUD's request, the Agency also must provide any information or procedures used in the preparation of the schedule.

## 9. Reasonable Accommodations

We have provided utility allowances for Reasonable Accommodations medical equipment.

If a family has a person with disabilities, and they need a higher utility allowance as a reasonable accommodation (in accordance with 24 CFR part 8), they may make a request to the housing agency. The housing agency must approve the higher utility allowance to make the program accessible to, and usable by, the family member with a disability (24 CFR 982.517(e)).

## **SURVEY AND STUDY RESULTS**

# SURVEY AND STUDY RESULTS

## SECTION 8 HOUSING CHOICE VOUCHER

### (Standard and Energy Efficient)

## ANNUAL UPDATE 2022

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The HUD Regulation (24 CFR 982.517) requirement of a comparison of the utility providers' rates and charges was conducted and indicated a greater than 10% change in utility rates and charges since the 2021 study was conducted (refer to page 2, first paragraph, and/or the Comparison of Previous and Current Utility Rates, in the Support Documentation section of this report). Therefore, the **County of Humboldt Housing Authority, CA** is updating utility allowances (using HUSM, conversion factors, and national averages) for electricity, natural gas, bottle gas/propane, water, sewer, and trash collection for a **Section 8 HCV Multi-Family (Apartment)** and **Single-Family (Detached House)**, plus an additional schedule for **Energy Efficient Multi-Family (Apartment)** (1-5 bedrooms).

*This update study was conducted in accordance with HUD Regulations 24 CFR 982.517 Utility Allowance Schedule (Section 8 Housing Choice Voucher Program). HUSM-Ver13i\_813\_Summit-Update was used.*

The proposed Section 8 HCV Utility Allowances are shown in the following section on **3** forms HUD-52667.

**SECTION 8 UTILITY ALLOWANCE SCHEDULES**  
**(form HUD-52667)**

# Utility Allowance Schedule

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing

OMB Approval  
No. 2577-0169  
exp. 7/31/2022

See Public Reporting and Instructions on back.

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Date (mm/dd/yyyy):

Locality:

**County of Humboldt Housing Authority, CA**

Unit Type: **Multi-Family (Apartment)**

Utility or Service:

**0 BR**

**1 BR**

**2 BR**

**3 BR**

**4 BR**

**5 BR**

Monthly Dollar Allowances

## Heating

a. Natural Gas	\$46.00	\$52.00	\$62.00	\$71.00	\$77.00	\$87.00
b. Bottle Gas/Propane	\$84.00	\$96.00	\$111.00	\$130.00	\$141.00	\$157.00
c. Electric	\$43.00	\$51.00	\$67.00	\$84.00	\$100.00	\$117.00
d. Electric Heat Pump	\$38.00	\$44.00	\$53.00	\$59.00	\$66.00	\$72.00
e. Oil						

## Cooking

a. Natural Gas	\$7.00	\$7.00	\$11.00	\$14.00	\$18.00	\$21.00
b. Bottle Gas/Propane	\$11.00	\$11.00	\$19.00	\$27.00	\$34.00	\$38.00
c. Electric	\$13.00	\$15.00	\$22.00	\$29.00	\$36.00	\$42.00

## Other Electric & Cooling

Other Electric (Lights & Appliances) (Includes California Climate Credit)	\$42.00	\$51.00	\$73.00	\$96.00	\$118.00	\$140.00
Air Conditioning	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00

## Water Heating

a. Natural Gas	\$14.00	\$18.00	\$25.00	\$32.00	\$41.00	\$48.00
b. Bottle Gas/Propane	\$27.00	\$34.00	\$46.00	\$57.00	\$76.00	\$88.00
c. Electric	\$32.00	\$38.00	\$48.00	\$58.00	\$69.00	\$79.00
d. Oil						

## Water, Sewer, Trash Collection

Water (avg)	\$41.00	\$42.00	\$47.00	\$55.00	\$64.00	\$73.00
Sewer (avg)	\$62.00	\$64.00	\$79.00	\$94.00	\$109.00	\$123.00
Trash Collection (avg)	\$40.00	\$40.00	\$40.00	\$40.00	\$40.00	\$40.00

## Tenant-supplied Appliances

Range / Microwave Tenant-supplied	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator Tenant-supplied	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00

## Other--specify: Monthly Charges

Natural Gas Charge \$-3.99	-\$4.00	-\$4.00	-\$4.00	-\$4.00	-\$4.00	-\$4.00
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## Actual Family Allowances

To be used by the family to compute allowance. Complete below for the actual unit rented.

Name of Family

Address of Unit

Number of Bedrooms

Utility or Service

per month cost

Heating	\$
Cooking	\$
Other Electric	\$
Air Conditioning	\$
Water Heating	\$
Water	\$
Sewer	\$
Trash Collection	\$
Range / Microwave	\$
Refrigerator	\$
Other	\$
Other	\$
Total	\$





# Utility Allowance Schedule

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing

OMB Approval  
No. 2577-0169  
exp. 7/31/2022

See Public Reporting and Instructions on back.

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Date (mm/dd/yyyy):

Locality:

**County of Humboldt Housing Authority, CA**

Unit Type: **Single-Family (Detached House)**

Utility or Service:

**0 BR**

**1 BR**

**2 BR**

**3 BR**

**4 BR**

**5 BR**

Monthly Dollar Allowances

## Heating

a. Natural Gas	\$64.00	\$77.00	\$89.00	\$100.00	\$112.00	\$125.00
b. Bottle Gas/Propane	\$118.00	\$141.00	\$164.00	\$183.00	\$202.00	\$225.00
c. Electric	\$98.00	\$115.00	\$134.00	\$152.00	\$171.00	\$190.00
d. Electric Heat Pump	\$54.00	\$63.00	\$75.00	\$85.00	\$94.00	\$103.00
e. Oil						

## Cooking

a. Natural Gas	\$7.00	\$7.00	\$11.00	\$14.00	\$18.00	\$21.00
b. Bottle Gas/Propane	\$11.00	\$11.00	\$19.00	\$27.00	\$34.00	\$38.00
c. Electric	\$13.00	\$15.00	\$22.00	\$29.00	\$36.00	\$42.00

## Other Electric & Cooling

Other Electric (Lights & Appliances) <i>(Includes California Climate Credit)</i>	\$65.00	\$78.00	\$110.00	\$144.00	\$183.00	\$224.00
Air Conditioning	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00

## Water Heating

a. Natural Gas	\$18.00	\$23.00	\$32.00	\$41.00	\$50.00	\$59.00
b. Bottle Gas/Propane	\$34.00	\$42.00	\$57.00	\$76.00	\$92.00	\$107.00
c. Electric	\$40.00	\$47.00	\$60.00	\$73.00	\$86.00	\$99.00
d. Oil						

## Water, Sewer, Trash Collection

Water (avg)	\$41.00	\$42.00	\$47.00	\$55.00	\$64.00	\$73.00
Sewer (avg)	\$62.00	\$64.00	\$79.00	\$94.00	\$109.00	\$123.00
Trash Collection (avg)	\$40.00	\$40.00	\$40.00	\$40.00	\$40.00	\$40.00

## Tenant-supplied Appliances

Range / Microwave Tenant-supplied	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00	\$11.00
Refrigerator Tenant-supplied	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00

## Other--specify: Monthly Charges

Natural Gas Charge \$-3.99	-\$4.00	-\$4.00	-\$4.00	-\$4.00	-\$4.00	-\$4.00
----------------------------	---------	---------	---------	---------	---------	---------

## Actual Family Allowances

To be used by the family to compute allowance. Complete below for the actual unit rented.

Name of Family

Address of Unit

Number of Bedrooms

Utility or Service

per month cost

Heating	\$
Cooking	\$
Other Electric	\$
Air Conditioning	\$
Water Heating	\$
Water	\$
Sewer	\$
Trash Collection	\$
Range / Microwave	\$
Refrigerator	\$
Other	\$
Other	\$
Total	\$



# Utility Allowance Schedule

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing

OMB Approval  
No. 2577-0169  
exp. 7/31/2022

See Public Reporting and Instructions on back.

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Date (mm/dd/yyyy):

Locality: <b>County of Humboldt Housing Authority, CA</b>		Unit Type: <b>Energy Efficient Multi-Family (Apartment)</b>				
Utility or Service: <b>City of Eureka (Inside City Limits)</b>	<b>0 BR</b>	<b>1 BR</b>	<b>2 BR</b>	<b>3 BR</b>	<b>4 BR</b>	<b>5 BR</b>
Monthly Dollar Allowances						
<b>Heating</b>						
a. Natural Gas						
b. Bottle Gas/Propane						
c. Electric		\$42.00	\$55.00	\$69.00	\$82.00	\$96.00
d. Electric Heat Pump		\$37.00	\$43.00	\$49.00	\$54.00	\$59.00
e. Oil						
<b>Cooking</b>						
a. Natural Gas						
b. Bottle Gas/Propane						
c. Electric		\$12.00	\$18.00	\$24.00	\$29.00	\$35.00
<b>Other Electric &amp; Cooling</b>						
Other Electric (Lights & Appliances) <i>(Includes California Climate Credit)</i>		\$40.00	\$59.00	\$77.00	\$96.00	\$114.00
Air Conditioning		\$1.00	\$1.00	\$1.00	\$1.00	\$1.00
<b>Water Heating</b>						
a. Natural Gas						
b. Bottle Gas/Propane						
c. Electric		\$31.00	\$39.00	\$48.00	\$56.00	\$65.00
d. Oil						
<b>Water, Sewer, Trash Collection</b>						
Water		N/A	N/A	N/A	N/A	N/A
Sewer		N/A	N/A	N/A	N/A	N/A
Trash Collection		N/A	N/A	N/A	N/A	N/A
<b>Tenant-supplied Appliances</b>						
Range / Microwave Tenant-supplied						
Refrigerator Tenant-supplied						
<b>Other--specify: Monthly Charges</b>						
<b>Actual Family Allowances</b>		Utility or Service		per month cost		
To be used by the family to compute allowance. Complete below for the actual unit rented.		Heating		\$		
		Cooking		\$		
		Other Electric		\$		
		Air Conditioning		\$		
		Water Heating		\$		
Name of Family		Water		\$		
		Sewer		\$		
		Trash Collection		\$		
		Range / Microwave		\$		
		Refrigerator		\$		
Address of Unit		Other		\$		
		Other		\$		
		Other		\$		
		Other		\$		
		Total		\$		
Number of Bedrooms		Other		\$		



## **Reasonable Accommodation Medical Equipment Allowances**

**Electric Provider: Pacific Gas & Electric (wtd avg)**

Item	Hours per Day	Wattage	Monthly kWh	Energy Charge	Utility Allowance
Oxygen Concentrator	18	400	223	0.31546	\$70.00
Nebulizer	2	75	5	0.31546	\$2.00
Electric Hospital Bed	0.2	200	1	0.31546	\$1.00
Alternating Pressure Pad	24	70	52	0.31546	\$16.00
Low Air-Loss Mattress	24	120	89	0.31546	\$28.00
Power Wheelchair/Scooter	3	360	33	0.31546	\$10.00
Feeding Tube Pump	24	120	89	0.31546	\$28.00
CPAP Machine	10	30	9	0.31546	\$3.00
Leg Compression Pump	24	30	22	0.31546	\$7.00
Dialysis Machine/Equipment	2	710	44	0.31546	\$14.00

### ***Oxygen Concentrator***

Use per day varies, assume 12-14 hours a day. The 5-Liter model uses 400 W, the 3-Liter model uses 320 W.

### ***Nebulizer***

A medicine delivery system used mostly for pediatric care. Used 4-6 times a day for 20 minutes at a time at 75W.

### ***Semi/Fully Electric Hospital Bed***

Use depends on adjustments. 200 W.

### ***Alternating Pressure Pad***

An air-filled mattress overlay. Used 24 hours a day for someone who is bed-ridden.

### ***Low Air-Loss Mattress***

Takes the place of mattress - air -filled pressurized mattress. Cycles air around every 15-20 minutes.

### ***Power Wheelchairs and Scooters***

Need to be charged approximately 8 hours every 3 days. Batteries are 120 V, 3 Amp, 360 W.

### ***Feeding Tube Pump (Continuous Feed)***

A pump delivers a constant amount of formula throughout the day or night.

### ***CPAP Machine***

For Sleep Apnea. Runs only at night for people who have a tendency to stop breathing at night. At maximum pressure use is 40 Watts. On average - 30 Watts

### ***Leg Compression Pump***

Provides intensive compression therapy. Use varies, generally from 8-24 hours daily.

### ***Dialysis Machine/Equipment (Small/Portable)***

Filters a patient's blood to remove excess water and waste products. Used 2 hours daily.

## **INSTRUCTIONS FOR HUD FORMS-52667 UTILITY ALLOWANCE SCHEDULE**

PHAs must maintain a completed HUD Form-52667 Utility Allowance Schedule for each unit type that is typical in the PHA's jurisdiction. The utility allowance schedule is based on the typical cost of utilities and services paid by energy conservation households that occupy housing of similar size and type in the same locality. In developing the schedule, the PHA must use normal patterns of consumption for the community as a whole and current utility rates.

This form includes the utilities that the PHA must consider: heating (space), cooking, other electric (e.g. lights, appliances, general usage), air conditioning (if the majority of housing units in the market provide centrally airconditioned units or there is appropriate wiring for tenant-installed air conditioners), water heating, water, sewer, trash, the cost to provide a range, and the cost to provide a refrigerator. This form includes several fuel types, however, the PHA is not required to have a utility allowance for every fuel type listed on the form. The PHA is only required to have an allowance for the fuel types that are typical in the PHA's jurisdiction.

Electric resistance vs. electric heat pump: The most recent update to the HUD-52667 includes "Electric Heat Pump" as a fuel type under "Heating". PHAs may choose to provide an allowance on the schedule for electric (resistance), electric heat pump, or both. Heat pumps are more efficient and are associated with lower consumption. By adding this to the form, HUD is not requiring PHAs to consider both. This is up to the PHA, however, the [HUD Utility Schedule Model](#) tool available on HUDUser.gov provides an allowance for both electric resistance and electric heat pump.

Determining Allowances: In general, PHAs use local sources of information on the cost of utilities and services, such as:

1. Electric utility suppliers
2. Natural gas utility suppliers
3. Water and sewer suppliers
4. Fuel oil and bottled gas suppliers
5. Public service commissions
6. Real estate and property management firms
7. State and local agencies
8. Appliance sales and leasing firms

PHAs may use the HUD Utility Schedule Model (HUSM) available on HUDUser.org to determine their Utility Allowance Schedules. The tool uses geographic-specific utility consumption rates combined with user entered data on utility rates to determine the overall monthly allowance

The public reporting burden for this information collection is estimated to be up to 0.25 hours, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The Department of Housing and Urban Development (HUD) is authorized to collect the information on this form by Section 8 of the U.S. Housing Act (42 U.S.C. 1437f). Form is only valid if it includes an OMB Control Number.

**Privacy Act Statement:** The Department of Housing and Urban Development (HUD) is authorized to collect the information required on this form by Section 8 of the U.S. Housing Act of 1937 (42 U.S.C. 1437f). Collection of family members' names and unit address, and owner's name and payment address is mandatory. The information is used to provide Section 8 tenant-based assistance under the Housing Choice Voucher program in the form of housing assistance payments. The information also specifies what utilities and appliances are to be supplied by the owner, and what utilities and appliances are to be supplied to the tenant. HUD may disclose this information to Federal, State, and local agencies when relevant to civil, criminal, or regulatory investigations and prosecutions. It will not be otherwise disclosed or released outside of HUD, except as permitted or required by law. Failure to provide any of the information may result in delay or rejection of family or owner participation in the program.

Previous versions are obsolete.

**Form HUD-52667 (7/2019)**

# UTILITY ALLOWANCES MONTHLY FIXED CHARGES

## Form HUD-52667

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### **Explanation of Utility Provider Monthly Fixed Charges (Monthly Customer Credit)**

- Fact 1: Utility providers do not separate consumption usage like that required for the form HUD-52667 (by end-uses: Space Heating is Natural Gas; Cooking is Natural Gas; Water Heating is Natural Gas; or Space Heating is Electric; etc.).
- Fact 2: Most utility providers bill their customers a service charge that is not based on usage. Some utility providers have an ongoing monthly (or Semi-Annual) credit. It is added to (or subtracted from) the customer's bill each month. Even if the client does not use any utilities during the month, they are still billed a monthly service charge.
- Fact 3: Some utility providers have an ongoing customers credit (monthly or Semi-Annual).
- Fact 4: Per HUD regulations, Section 8 HCV Utility Allowances are based on the community as-a-whole. Your agency doesn't necessarily know in advance what utilities the tenant will have to pay, or whether the unit has natural gas appliances, bottle gas service, etc.

### **Service Fixed Charge (Monthly Customer Credit)**

Therefore, since the monthly customer credit is not based on consumption usage, it cannot be divided equally between the end-uses on the form HUD-52667. As these amounts represent a negative figure some agency's management programs will not allow the input of a negative number. Thus, the monthly credit needs to be subtracted from one of the end-uses. For electricity, the "Other Electric" end-use is best. For the Natural Gas, the space heating end-use is best.

### **Calculating Total Utility Allowances on form HUD-52667**

#### ***Natural Gas Service Monthly Credit***

When the total utility allowance is calculated for a particular unit which has natural gas appliances, if the tenant pays natural gas utilities, and the utility provider has a **monthly credit amount, the credit will be subtracted from the space "heating" allowances.**

#### ***Electric Service Monthly Credit***

All dwelling units are supplied with electricity. If the tenant pays for electric utilities and the electric utility provider has a **monthly credit amount, the credit will be subtracted from "other electric" allowances.**

# UTILITY ALLOWANCES MONTHLY FIXED CHARGES

## Form HUD-52667

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### **Explanation of Utility Provider Monthly Fixed Charges** **(Monthly Customer Charge - See "Other-specify")**

- Fact 1: Utility providers do not separate consumption usage like that required for the form HUD-52667 (by end-uses: Space Heating is Natural Gas; Cooking is Natural Gas; Water Heating is Natural Gas; or Space Heating is Electric; etc.).
- Fact 2: Most utility providers bill their customers a service charge that is not based on usage. It is usually called a Monthly Customer Charge (e.g. Base Charge, Service Availability Charge, etc.). Some utility providers have an ongoing monthly (or Semi-Annual) credit. It is added to (or subtracted from) the customer's bill each month. Even if the client does not use any utilities during the month, they are still billed a monthly service charge.
- Fact 3: Per HUD regulations, Section 8 HCV Utility Allowances are based on the community as-a-whole. Your agency doesn't necessarily know in advance what utilities the tenant will have to pay, or whether the unit has natural gas appliances, bottle gas service, etc.

### **Service Fixed Charge (Monthly Customer Charge)**

Therefore, since the service charge is not based on consumption usage, it cannot be divided equally between the end-uses on the form HUD-52667. That is why HUD supplied a row on the utility allowance schedule labeled **"Other-specify"**. This row is to be used for **any monthly charges** that cannot be divided or combined with any other end-use. Some examples of customer charges: extermination charge for mosquito spraying (which is billed to tenant by the City even though the tenant themselves do not pay for water usage; fire protection charge; street lights; etc.).

### **Calculating Total Utility Allowances on form HUD-52667**

#### ***Natural Gas Service Monthly Fixed Charge***

When the total utility allowance is calculated for a particular unit which has natural gas appliances, if the tenant pays natural gas utilities, and the utility provider has a monthly service charge, **add the service charge amount once in the "per month cost" column on the form HUD-52667**. It does not matter how many appliances the tenant has that are fueled by natural gas.

#### ***Electric Service Monthly Fixed Charge***

All dwelling units are supplied with electricity. If the tenant pays for electric utilities and the electric utility provider has a monthly service charge, all allowances will include the service fixed charge amount, **but add it only once in the "per month cost" column on the form HUD-52667**.

## Description of Unit (Structure/Building) Types (Grouped by use of Energy)

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### 1. **Apartment/Walk-Up/Condominium/Garden Apartment/Low-Rise/Flat/Mid-Rise (Multi-Family) – 3 or More Units**

Building with a group of individual units with 2 or more common walls; attached to other units; separate entrances, and may have common staircases.

- Each building may have an end unit, inside unit, top unit, bottom unit, etc.
- Usually, but not always, have units on both sides of building.
- Apartments usually have one owner while condominiums are usually individually owned.

### 2. **High-Rise Apartment (Multi-Family) – 5 or More Units**

A multi-unit building; 5 or more stories; sharing one or more common entrances (may have elevator).

### 3. **Row House/Townhouse/Triplex/Fourplex/Multiplex (Multi-Family) - 3 or More Units**

An individual unit attached to other individual units; 1 or more common walls; separate ground level entrances; 1 or 2 story units.

- Each building will have end units and inside units.
- Fourplex units usually share 2 common walls; can be square-shaped or L-shaped.
- Triplex building can be V-shaped.

### 4. **Semi-Detached/Duplex (Multi-Family)**

Building with 2 individual housing units; with separate entrances; one common wall; 1 or 2 story units.

### 5. **Detached House (Single-Family)**

A detached building intended to house one family; sits on its own piece of land; not attached to another dwelling.

### 6. **Manufactured/Mobile Home (Single-Family)**

A detached movable or portable housing structure; at least 32 feet in length and over 8 feet in width; constructed to be towed on its own chassis and designed to be installed with or without a permanent foundation.

- May be 2 or more units fitted together to make one residence.

## **SECTION 8 CONSUMPTION SOURCES AND ADJUSTMENTS**



## SECTION 8 CONSUMPTION SOURCES AND ADJUSTMENTS

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We have utilized HUD's engineering-methodology tool for developing the base consumptions and utility allowances for the Section 8 Program. The Microsoft Excel spreadsheet HUD Utility Schedule Model (**HUSM-Ver13i\_813\_Summit-Update**) is available on HUD User's website.

**Note: HUSM-Ver13i\_813\_Summit-Update includes allowances for a Heat Pump for Electric space Heating. Only one type of Heating should be chosen for determining the total utility allowances for a unit.**

HUSM is a tool provided by HUD for use in Section 8 HCV utility allowances. HUD realizes there may be errors or discrepancies in the database regarding consumptions and adjustments, and expects the user to correct them as needed.

***The Nelrod Company and its ResidentLife Utility Allowance division assume no liability for discrepancies in the HUD HUSM Tool or from uses of the outcome data produced and utilized for utility allowances.***

**This tool provides for a choice of "None" (Standard), "Energy Star", "LEED", or "Significant Green Retrofit", utility allowances.**

As the HUSM tool does not provide **bottle gas/propane** consumptions, the average monthly consumption was developed by a ResidentLife Utility Allowances® specialist, and is based on a conversion factor acquired via internet research. This factor converts natural gas usage to propane usage.

**Water** average consumption is based on a national average, acquired via internet research, per building type and bedroom size.

Since HUSM only provides export of the results of the calculations on the form HUD-52667, we have provided in this report Cost of Consumption charts showing how the allowances are calculated for each applicable building type, fuel type and bedroom size.

### ***Tenant Purchased Refrigerator and/or Range:***

Allowances for ranges and refrigerators must be based on the lesser of the cost of leasing or installment purchasing of suitable equipment (reference Instructions to Form HUD-52667). This allowance is not intended to cover the cost of purchase or lease of the appliance. The maintenance of a landlord-provided appliance is the responsibly and cost

of the landlord. This allowance is provided to supplement the tenant-supplied appliance's maintenance cost.

This amount is added to the monthly utility allowance only if the dwelling unit was not furnished with a refrigerator, a range (stove), or for a SRO (Single Room Occupancy-studio unit) a microwave, and the tenant has had to purchase or lease the appliance(s). Note: An allowance cannot be given for both a range and a microwave.

**Range or Microwave (for SRO or Studio Units) Purchase/Lease**

\$450.00 (includes tax) @ 14.95% add-on interest for 60 months = \$11.00

**Refrigerator Purchase/Lease**

\$500.00 (includes tax) @ 14.95% add-on interest for 60 months = \$12.00

## **SECTION 8 CONSUMPTIONS**

# COUNTY OF HUMBOLDT HOUSING AUTHORITY, CA

## Standard Schedule

HUSM 13i for Section 8 Housing Choice Voucher Program

September 30, 2022

<b>Apartment - Total Monthly Consumptions</b>							
Utility or Service	Units	0BR	1BR	2BR	3BR	4BR	5BR
Heating with Natural Gas	therms	20	23	27	31	34	38
Heating with Electric Resistance	kWh	137	161	213	266	318	371
Heating with Electric Heat Pump	kWh	120	141	167	188	209	229
Cooking with Natural Gas	therms	3	3	5	6	8	9
Cooking with Electricity	kWh	41	48	70	91	113	134
Other Electric	kWh	154	182	253	324	395	466
Air Conditioning	kWh	0	0	0	0	0	0
Water Heating with Natural Gas	therms	6	8	11	14	18	21
Water Heating with Electricity	kWh	101	119	152	185	218	251

## Developed by ResidentLife Utility Allowances®

Water	gal	3600	3750	5250	6750	8250	9750
Sewer	gal	3600	3750	5250	6750	8250	9750

Based on research of national averages

Heating with Bottle Gas	gal	22	25	29	34	37	41
Cooking with Bottle Gas	gal	3	3	5	7	9	10
Water Heating with Bottle Gas	gal	7	9	12	15	20	23

Based on conversion factor from natural gas to propane

# COUNTY OF HUMBOLDT HOUSING AUTHORITY, CA

## Standard Schedule

HUSM 13i for Section 8 Housing Choice Voucher Program

September 30, 2022

<b>Single-Family Detached House - Total Monthly Consumptions</b>							
<b>Utility or Service</b>	<b>Units</b>	<b>0BR</b>	<b>1BR</b>	<b>2BR</b>	<b>3BR</b>	<b>4BR</b>	<b>5BR</b>
Heating with Natural Gas	therms	28	34	39	44	49	54
Heating with Electric Resistance	kWh	310	364	424	483	542	601
Heating with Electric Heat Pump	kWh	171	201	239	269	298	328
Cooking with Natural Gas	therms	3	3	5	6	8	9
Cooking with Electricity	kWh	41	48	70	91	113	134
Other Electric	kWh	227	267	371	476	580	685
Air Conditioning	kWh	0	0	0	0	0	0
Water Heating with Natural Gas	therms	8	10	14	18	22	26
Water Heating with Electricity	kWh	127	149	190	231	273	314

### Developed by ResidentLife Utility Allowances®

Water	gal	3600	3750	5250	6750	8250	9750
Sewer	gal	3600	3750	5250	6750	8250	9750

Based on research of national averages

Heating with Bottle Gas	gal	31	37	43	48	53	59
Cooking with Bottle Gas	gal	3	3	5	7	9	10
Water Heating with Bottle Gas	gal	9	11	15	20	24	28

Based on conversion factor from natural gas to propane

# COUNTY OF HUMBOLDT HOUSING AUTHORITY, CA

## *Energy Efficient Schedule*

HUSM 13i for Section 8 Housing Choice Voucher Program

September 30, 2022

<b>Apartment - Total Monthly Consumptions</b>							
<b>Utility or Service</b>	<b>Units</b>	<b>0BR</b>	<b>1BR</b>	<b>2BR</b>	<b>3BR</b>	<b>4BR</b>	<b>5BR</b>
Heating with Electric Resistance	kWh	112	132	175	218	261	304
Heating with Electric Heat Pump	kWh	98	116	137	154	171	188
Cooking with Electricity	kWh	34	39	57	75	92	110
Other Electric	kWh	127	149	207	265	324	382
Air Conditioning	kWh	0	0	0	0	0	0
Water Heating with Electricity	kWh	83	98	125	152	179	206

**UTILITY ALLOWANCE  
COST OF CONSUMPTION  
CALCULATIONS**

# COUNTY OF HUMBOLDT HOUSING AUTHORITY, CA

## Section 8 HCV Program (Community-Wide)

### UTILITY ALLOWANCE COST OF CONSUMPTION CALCULATIONS

#### Standard Schedule

#### ELECTRICITY - Pacific Gas & Electric

UPDATE 2022

Building Type: **Apartment**

A California Climate Credit of \$-6.55 is included in the  
'Other Electric, Lighting, Refrigeration, Etc' calculations.

#### HEATING

Monthly Average Unit Consumption KWH for all bedroom types - <b>Winter</b>	0BR	1BR	2BR	3BR	4BR	5BR
	137	161	213	266	318	371
Total Energy Charges (0-592) per kwh 0.31546	\$43.22	\$50.79	\$67.19	\$83.91	\$100.32	\$117.04
<b>Total Monthly Average Cost</b>	<b>\$43.22</b>	<b>\$50.79</b>	<b>\$67.19</b>	<b>\$83.91</b>	<b>\$100.32</b>	<b>\$117.04</b>

#### HEAT PUMP

Monthly Average Unit Consumption KWH for all bedroom types - <b>Winter</b>	0BR	1BR	2BR	3BR	4BR	5BR
	120	141	167	188	209	229
Total Energy Charges (0-592) per kwh 0.31546	\$37.86	\$44.48	\$52.68	\$59.31	\$65.93	\$72.24
<b>Total Monthly Average Cost</b>	<b>\$37.86</b>	<b>\$44.48</b>	<b>\$52.68</b>	<b>\$59.31</b>	<b>\$65.93</b>	<b>\$72.24</b>

#### AIR CONDITIONING

Monthly Average Unit Consumption KWH for all bedroom types - <b>Summer</b>	0BR	1BR	2BR	3BR	4BR	5BR
	0	0	0	0	0	0
Total Energy Charges (0-322) per kwh 0.31546	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total Monthly Average Cost</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

#### COOKING

Monthly Average Unit Consumption KWH for all bedroom types - <b>Year Round</b>	0BR	1BR	2BR	3BR	4BR	5BR
	41	48	70	91	113	134
Total Energy Chgs (0-502)(wtd avg) per kwh 0.31546	\$12.93	\$15.14	\$22.08	\$28.71	\$35.65	\$42.27
<b>Total Monthly Average Cost</b>	<b>\$12.93</b>	<b>\$15.14</b>	<b>\$22.08</b>	<b>\$28.71</b>	<b>\$35.65</b>	<b>\$42.27</b>



**OTHER ELECTRIC LIGHTING, REFRIGERATION, ETC.**

Monthly Average Unit Consumption KWH for all bedroom types - <b>Year Round</b>	0BR	1BR	2BR	3BR	4BR	5BR
	154	182	253	324	395	466
California Climate Credit per month -\$6.55	-\$6.55	-\$6.55	-\$6.55	-\$6.55	-\$6.55	-\$6.55
Total Energy Chgs (0-502)(wtd avg) per kwh 0.31546	\$48.58	\$57.41	\$79.81	\$102.21	\$124.61	\$147.00
<b>Total Monthly Average Cost</b>	<b>\$42.03</b>	<b>\$50.86</b>	<b>\$73.26</b>	<b>\$95.66</b>	<b>\$118.06</b>	<b>\$140.45</b>

**WATER HEATING**

Monthly Average Unit Consumption KWH for all bedroom types - <b>Year Round</b>	0BR	1BR	2BR	3BR	4BR	5BR
	101	119	152	185	218	251
Total Energy Chgs (0-502)(wtd avg) per kwh 0.31546	\$31.86	\$37.54	\$47.95	\$58.36	\$68.77	\$79.18
<b>Total Monthly Average Cost</b>	<b>\$31.86</b>	<b>\$37.54</b>	<b>\$47.95</b>	<b>\$58.36</b>	<b>\$68.77</b>	<b>\$79.18</b>

# COUNTY OF HUMBOLDT HOUSING AUTHORITY, CA

## Section 8 HCV Program (Community-Wide)

### UTILITY ALLOWANCE COST OF CONSUMPTION CALCULATIONS

#### Standard Schedule

#### ELECTRICITY - Pacific Gas & Electric

UPDATE 2022

Building Type: **Detached House**

A California Climate Credit of \$-6.55 is included in the  
'Other Electric, Lighting, Refrigeration, Etc' calculations.

#### HEATING

Monthly Average Unit Consumption KWH for all bedroom types - <b>Winter</b>	0BR	1BR	2BR	3BR	4BR	5BR
	310	364	424	483	542	601
Total Energy Charges (0-592) per kwh 0.31546	\$97.79	\$114.83	\$133.76	\$152.37	\$170.98	\$186.75
Total Energy Charges (593-2368) per kwh 0.39498						\$3.55
<b>Total Monthly Average Cost</b>	<b>\$97.79</b>	<b>\$114.83</b>	<b>\$133.76</b>	<b>\$152.37</b>	<b>\$170.98</b>	<b>\$190.30</b>

#### HEAT PUMP

Monthly Average Unit Consumption KWH for all bedroom types - <b>Winter</b>	0BR	1BR	2BR	3BR	4BR	5BR
	171	201	239	269	298	328
Total Energy Charges (0-592) per kwh 0.31546	\$53.94	\$63.41	\$75.39	\$84.86	\$94.01	\$103.47
<b>Total Monthly Average Cost</b>	<b>\$53.94</b>	<b>\$63.41</b>	<b>\$75.39</b>	<b>\$84.86</b>	<b>\$94.01</b>	<b>\$103.47</b>

#### AIR CONDITIONING

Monthly Average Unit Consumption KWH for all bedroom types - <b>Summer</b>	0BR	1BR	2BR	3BR	4BR	5BR
	0	0	0	0	0	0
Total Energy Charges (0-322) per kwh 0.31546	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total Monthly Average Cost</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

#### COOKING

Monthly Average Unit Consumption KWH for all bedroom types - <b>Year Round</b>	0BR	1BR	2BR	3BR	4BR	5BR
	41	48	70	91	113	134
Total Energy Chgs (0-502)(wtd avg) per kwh 0.31546	\$12.93	\$15.14	\$22.08	\$28.71	\$35.65	\$42.27
<b>Total Monthly Average Cost</b>	<b>\$12.93</b>	<b>\$15.14</b>	<b>\$22.08</b>	<b>\$28.71</b>	<b>\$35.65</b>	<b>\$42.27</b>

**OTHER ELECTRIC LIGHTING, REFRIGERATION, ETC.**

Monthly Average Unit Consumption KWH for all bedroom types - <b>Year Round</b>	0BR	1BR	2BR	3BR	4BR	5BR
	227	267	371	476	580	685
California Climate Credit per month -\$6.55	-\$6.55	-\$6.55	-\$6.55	-\$6.55	-\$6.55	-\$6.55
Total Energy Chgs (0-502)(wtd avg) per kwh 0.31546	\$71.61	\$84.23	\$117.04	\$150.16	\$158.36	\$158.36
Total Energy Chgs (503-2008)(wtd avg) per kwh 0.39498					\$30.81	\$72.28
<b>Total Monthly Average Cost</b>	<b>\$65.06</b>	<b>\$77.68</b>	<b>\$110.49</b>	<b>\$143.61</b>	<b>\$182.62</b>	<b>\$224.09</b>

**WATER HEATING**

Monthly Average Unit Consumption KWH for all bedroom types - <b>Year Round</b>	0BR	1BR	2BR	3BR	4BR	5BR
	127	149	190	231	273	314
Total Energy Chgs (0-502)(wtd avg) per kwh 0.31546	\$40.06	\$47.00	\$59.94	\$72.87	\$86.12	\$99.05
<b>Total Monthly Average Cost</b>	<b>\$40.06</b>	<b>\$47.00</b>	<b>\$59.94</b>	<b>\$72.87</b>	<b>\$86.12</b>	<b>\$99.05</b>

# COUNTY OF HUMBOLDT HOUSING AUTHORITY, CA

## Section 8 HCV Program (Community-Wide)

### UTILITY ALLOWANCE COST OF CONSUMPTION CALCULATIONS

#### Standard Schedule

#### NATURAL GAS - Pacific Gas & Electric

UPDATE 2022

Building Type: **Apartment**

A California Climate Credit \$-3.99 is not included in these calculations.  
(See form HUD-52667 - Other:Specify: \$-3.99)

#### HEATING

Monthly Average Unit Consumption ccf for all bedroom types - <b>Winter</b>	0BR	1BR	2BR	3BR	4BR	5BR
	20	23	27	31	34	38
Total Energy Charges (0-49)(wtd avg) per ccf 2.27827	\$45.57	\$52.40	\$61.51	\$70.63	\$77.46	\$86.57
<b>Total Monthly Average Cost</b>	<b>\$45.57</b>	<b>\$52.40</b>	<b>\$61.51</b>	<b>\$70.63</b>	<b>\$77.46</b>	<b>\$86.57</b>

#### COOKING

Monthly Average Unit Consumption ccf for all bedroom types - <b>Year Round</b>	0BR	1BR	2BR	3BR	4BR	5BR
	3	3	5	6	8	9
Total Energy Chgs (0-31)(wtd avg) per ccf 2.27827	\$6.83	\$6.83	\$11.39	\$13.67	\$18.23	\$20.50
<b>Total Monthly Average Cost</b>	<b>\$6.83</b>	<b>\$6.83</b>	<b>\$11.39</b>	<b>\$13.67</b>	<b>\$18.23</b>	<b>\$20.50</b>

#### WATER HEATING

Monthly Average Unit Consumption ccf for all bedroom types - <b>Year Round</b>	0BR	1BR	2BR	3BR	4BR	5BR
	6	8	11	14	18	21
Total Energy Chgs (0-31)(wtd avg) per ccf 2.27827	\$13.67	\$18.23	\$25.06	\$31.90	\$41.01	\$47.84
<b>Total Monthly Average Cost</b>	<b>\$13.67</b>	<b>\$18.23</b>	<b>\$25.06</b>	<b>\$31.90</b>	<b>\$41.01</b>	<b>\$47.84</b>

# COUNTY OF HUMBOLDT HOUSING AUTHORITY, CA

## Section 8 HCV Program (Community-Wide)

### UTILITY ALLOWANCE COST OF CONSUMPTION CALCULATIONS

#### Standard Schedule

#### NATURAL GAS - Pacific Gas & Electric

UPDATE 2022

Building Type: **Detached House**

A California Climate Credit \$-3.99 is not included in these calculations.  
(See form HUD-52667 - Other:Specify: \$-3.99)

#### HEATING

Monthly Average Unit Consumption ccf for all bedroom types - <b>Winter</b>	0BR	1BR	2BR	3BR	4BR	5BR
	28	34	39	44	49	54
Total Energy Charges (0-49)(wtd avg) per ccf 2.27827	\$63.79	\$77.46	\$88.85	\$100.24	\$111.64	\$111.64
Total Energy Charges (over 49)(wtd avg) per ccf 2.74626						\$13.73
<b>Total Monthly Average Cost</b>	<b>\$63.79</b>	<b>\$77.46</b>	<b>\$88.85</b>	<b>\$100.24</b>	<b>\$111.64</b>	<b>\$125.37</b>

#### COOKING

Monthly Average Unit Consumption ccf for all bedroom types - <b>Year Round</b>	0BR	1BR	2BR	3BR	4BR	5BR
	3	3	5	6	8	9
Total Energy Chgs (0-31)(wtd avg) per ccf 2.27827	\$6.83	\$6.83	\$11.39	\$13.67	\$18.23	\$20.50
<b>Total Monthly Average Cost</b>	<b>\$6.83</b>	<b>\$6.83</b>	<b>\$11.39</b>	<b>\$13.67</b>	<b>\$18.23</b>	<b>\$20.50</b>

#### WATER HEATING

Monthly Average Unit Consumption ccf for all bedroom types - <b>Year Round</b>	0BR	1BR	2BR	3BR	4BR	5BR
	8	10	14	18	22	26
Total Energy Chgs (0-31)(wtd avg) per ccf 2.27827	\$18.23	\$22.78	\$31.90	\$41.01	\$50.12	\$59.24
<b>Total Monthly Average Cost</b>	<b>\$18.23</b>	<b>\$22.78</b>	<b>\$31.90</b>	<b>\$41.01</b>	<b>\$50.12</b>	<b>\$59.24</b>

# COUNTY OF HUMBOLDT HOUSING AUTHORITY, CA

## Section 8 HCV Program (Community-Wide)

### UTILITY ALLOWANCE COST OF CONSUMPTION CALCULATIONS

#### Standard Schedule

#### BOTTLE GAS - Sequoia Gas

UPDATE 2022

Building Type: **Apartment**

#### HEATING

Monthly Average Unit	0BR	1BR	2BR	3BR	4BR	5BR
Consumption gallons for all bedroom types - <b>Winter</b>	22	25	29	34	37	41
Fuel Rate per gallon \$3.82	\$84.04	\$95.50	\$110.78	\$129.88	\$141.34	\$156.62
<b>Total Monthly Average Cost</b>	<b>\$84.04</b>	<b>\$95.50</b>	<b>\$110.78</b>	<b>\$129.88</b>	<b>\$141.34</b>	<b>\$156.62</b>

#### COOKING

Monthly Average Unit	0BR	1BR	2BR	3BR	4BR	5BR
Consumption gallons for all bedroom types - <b>Year Round</b>	3	3	5	7	9	10
Fuel Rate per gallon \$3.82	\$11.46	\$11.46	\$19.10	\$26.74	\$34.38	\$38.20
<b>Total Monthly Average Cost</b>	<b>\$11.46</b>	<b>\$11.46</b>	<b>\$19.10</b>	<b>\$26.74</b>	<b>\$34.38</b>	<b>\$38.20</b>

#### WATER HEATING

Monthly Average Unit	0BR	1BR	2BR	3BR	4BR	5BR
Consumption gallons for all bedroom types - <b>Year Round</b>	7	9	12	15	20	23
Fuel Rate per gallon \$3.82	\$26.74	\$34.38	\$45.84	\$57.30	\$76.40	\$87.86
<b>Total Monthly Average Cost</b>	<b>\$26.74</b>	<b>\$34.38</b>	<b>\$45.84</b>	<b>\$57.30</b>	<b>\$76.40</b>	<b>\$87.86</b>

# COUNTY OF HUMBOLDT HOUSING AUTHORITY, CA

## Section 8 HCV Program (Community-Wide)

### UTILITY ALLOWANCE COST OF CONSUMPTION CALCULATIONS

#### Standard Schedule

#### BOTTLE GAS - Sequoia Gas

UPDATE 2022

Building Type: **Detached House**

#### HEATING

Monthly Average Unit	0BR	1BR	2BR	3BR	4BR	5BR
Consumption gallons						
for all bedroom types - <b>Winter</b>	31	37	43	48	53	59
Fuel Rate						
per gallon \$3.82	\$118.42	\$141.34	\$164.26	\$183.36	\$202.46	\$225.38
<b>Total Monthly Average Cost</b>	<b>\$118.42</b>	<b>\$141.34</b>	<b>\$164.26</b>	<b>\$183.36</b>	<b>\$202.46</b>	<b>\$225.38</b>

#### COOKING

Monthly Average Unit	0BR	1BR	2BR	3BR	4BR	5BR
Consumption gallons						
for all bedroom types - <b>Year Round</b>	3	3	5	7	9	10
Fuel Rate						
per gallon \$3.82	\$11.46	\$11.46	\$19.10	\$26.74	\$34.38	\$38.20
<b>Total Monthly Average Cost</b>	<b>\$11.46</b>	<b>\$11.46</b>	<b>\$19.10</b>	<b>\$26.74</b>	<b>\$34.38</b>	<b>\$38.20</b>

#### WATER HEATING

Monthly Average Unit	0BR	1BR	2BR	3BR	4BR	5BR
Consumption gallons						
for all bedroom types - <b>Year Round</b>	9	11	15	20	24	28
Fuel Rate						
per gallon \$3.82	\$34.38	\$42.02	\$57.30	\$76.40	\$91.68	\$106.96
<b>Total Monthly Average Cost</b>	<b>\$34.38</b>	<b>\$42.02</b>	<b>\$57.30</b>	<b>\$76.40</b>	<b>\$91.68</b>	<b>\$106.96</b>

**COUNTY OF HUMBOLDT HOUSING AUTHORITY, CA**  
**Section 8 HCV Program (Community-Wide)**

**WATER, SEWER, & TRASH COLLECTION AVERAGE COSTS**  
**Standard Schedule**

**All Building Types**

**UPDATE 2022**

<b>WATER</b>	0BR	1BR	2BR	3BR	4BR	5BR
City of Eureka	\$42.98	\$43.51	\$48.81	\$54.09	\$59.40	\$64.68
Humboldt CSD	\$43.99	\$44.80	\$52.96	\$61.08	\$69.24	\$77.36
Hydesville Water District	\$40.00	\$40.00	\$40.00	\$47.60	\$57.65	\$67.65
McKinleyville CSD	\$37.40	\$38.14	\$45.49	\$55.71	\$68.78	\$81.78
<b>Average Water Cost</b>	<b>\$41.09</b>	<b>\$41.61</b>	<b>\$46.82</b>	<b>\$54.62</b>	<b>\$63.77</b>	<b>\$72.87</b>

<b>SEWER</b>	0BR	1BR	2BR	3BR	4BR	5BR
City of Eureka	\$71.32	\$73.15	\$91.54	\$109.84	\$128.23	\$146.53
Humboldt CSD (MF)	\$62.94	\$64.74	\$82.87	\$100.91	\$119.04	\$137.08
Humboldt CSD (SF)	\$66.76	\$68.56	\$86.69	\$104.73	\$122.86	\$140.90
McKinleyville CSD	\$48.49	\$49.07	\$54.88	\$60.66	\$66.47	\$69.27
<b>Average Sewer Cost</b>	<b>\$62.38</b>	<b>\$63.88</b>	<b>\$79.00</b>	<b>\$94.04</b>	<b>\$109.15</b>	<b>\$123.45</b>

<b>TRASH COLLECTION</b>	0BR	1BR	2BR	3BR	4BR	5BR
Recology (ICL)	\$33.58	\$33.58	\$33.58	\$33.58	\$33.58	\$33.58
Recology (OCL)	\$43.06	\$43.06	\$43.06	\$43.06	\$43.06	\$43.06
Recology Eel River	\$35.55	\$35.55	\$35.55	\$35.55	\$35.55	\$35.55
Humboldt Sanitation	\$47.65	\$47.65	\$47.65	\$47.65	\$47.65	\$47.65
<b>Average Trash Cost</b>	<b>\$39.96</b>	<b>\$39.96</b>	<b>\$39.96</b>	<b>\$39.96</b>	<b>\$39.96</b>	<b>\$39.96</b>



# COUNTY OF HUMBOLDT HOUSING AUTHORITY, CA

## Section 8 HCV Program (Community-Wide)

### UTILITY ALLOWANCE COST OF CONSUMPTION CALCULATIONS

#### Standard Schedule

#### WATER & SEWER - City of Eureka

UPDATE 2022

Building Type: **All Building Types**

#### WATER

Monthly Average Unit	0BR	1BR	2BR	3BR	4BR	5BR
Consumption gallons for all bedroom types	3600	3750	5250	6750	8250	9750
Convert to CCF	<b>4.81</b>	<b>5.01</b>	<b>7.02</b>	<b>9.02</b>	<b>11.03</b>	<b>13.03</b>
Water Fixed Service Charge per month \$30.28	\$30.28	\$30.28	\$30.28	\$30.28	\$30.28	\$30.28
Water Volumetric Charge per ccf \$2.64	\$12.70	\$13.23	\$18.53	\$23.81	\$29.12	\$34.40
<b>Total Monthly Average Cost</b>	<b>\$42.98</b>	<b>\$43.51</b>	<b>\$48.81</b>	<b>\$54.09</b>	<b>\$59.40</b>	<b>\$64.68</b>

#### SEWER

Monthly Average Unit	0BR	1BR	2BR	3BR	4BR	5BR
Consumption gallons for all bedroom types	3600	3750	5250	6750	8250	9750
Convert to CCF	<b>4.81</b>	<b>5.01</b>	<b>7.02</b>	<b>9.02</b>	<b>11.03</b>	<b>13.03</b>
Total Monthly Charge per month \$27.31	\$27.31	\$27.31	\$27.31	\$27.31	\$27.31	\$27.31
Sewer Volumetric Charge per ccf \$9.15	\$44.01	\$45.84	\$64.23	\$82.53	\$100.92	\$119.22
<b>Total Monthly Average Cost</b>	<b>\$71.32</b>	<b>\$73.15</b>	<b>\$91.54</b>	<b>\$109.84</b>	<b>\$128.23</b>	<b>\$146.53</b>

# COUNTY OF HUMBOLDT HOUSING AUTHORITY, CA

## Section 8 HCV Program (Community-Wide)

### UTILITY ALLOWANCE COST OF CONSUMPTION CALCULATIONS

#### Standard Schedule

#### WATER & SEWER - Humboldt Community Services District

#### TRASH COLLECTION - Recology

(Eureka)

UPDATE 2022

Building Type: **All Building Types**

#### WATER

Monthly Average Unit Consumption gallons for all bedroom types	0BR	1BR	2BR	3BR	4BR	5BR
	3600	3750	5250	6750	8250	9750
Convert to CCF	<b>4.81</b>	<b>5.01</b>	<b>7.02</b>	<b>9.02</b>	<b>11.03</b>	<b>13.03</b>
Water Fixed Service Charge per month \$24.46	\$24.46	\$24.46	\$24.46	\$24.46	\$24.46	\$24.46
Water Volumetric Charge per ccf \$4.06	\$19.53	\$20.34	\$28.50	\$36.62	\$44.78	\$52.90
<b>Total Monthly Average Cost</b>	<b>\$43.99</b>	<b>\$44.80</b>	<b>\$52.96</b>	<b>\$61.08</b>	<b>\$69.24</b>	<b>\$77.36</b>

#### SEWER - Multi-Family

Monthly Average Unit Consumption gallons for all bedroom types	0BR	1BR	2BR	3BR	4BR	5BR
	3600	3750	5250	6750	8250	9750
Convert to CCF	<b>4.81</b>	<b>5.01</b>	<b>7.02</b>	<b>9.02</b>	<b>11.03</b>	<b>13.03</b>
Total Sewer Fixed Service Charge per month \$19.55	\$19.55	\$19.55	\$19.55	\$19.55	\$19.55	\$19.55
Total Usage Charges per ccf \$9.02	\$43.39	\$45.19	\$63.32	\$81.36	\$99.49	\$117.53
<b>Total Monthly Average Cost</b>	<b>\$62.94</b>	<b>\$64.74</b>	<b>\$82.87</b>	<b>\$100.91</b>	<b>\$119.04</b>	<b>\$137.08</b>

#### SEWER - Single-Family

Monthly Average Unit Consumption gallons for all bedroom types	0BR	1BR	2BR	3BR	4BR	5BR
	3600	3750	5250	6750	8250	9750
Convert to CCF	<b>4.81</b>	<b>5.01</b>	<b>7.02</b>	<b>9.02</b>	<b>11.03</b>	<b>13.03</b>
Total Sewer Fixed Service Charge per month \$23.37	\$23.37	\$23.37	\$23.37	\$23.37	\$23.37	\$23.37
Total Usage Charges per ccf \$9.02	\$43.39	\$45.19	\$63.32	\$81.36	\$99.49	\$117.53
<b>Total Monthly Average Cost</b>	<b>\$66.76</b>	<b>\$68.56</b>	<b>\$86.69</b>	<b>\$104.73</b>	<b>\$122.86</b>	<b>\$140.90</b>

## TRASH COLLECTION

### *Inside City Limits*

Monthly Average Unit Consumption gallons for all bedroom types	0BR	1BR	2BR	3BR	4BR	5BR
	1	1	1	1	1	1
Trash Collection Charge per month \$33.58	\$33.58	\$33.58	\$33.58	\$33.58	\$33.58	\$33.58
<b>Total Monthly Charges</b>	<b>\$33.58</b>	<b>\$33.58</b>	<b>\$33.58</b>	<b>\$33.58</b>	<b>\$33.58</b>	<b>\$33.58</b>

### *Outside City Limits*

Monthly Average Unit Consumption gallons for all bedroom types	0BR	1BR	2BR	3BR	4BR	5BR
	1	1	1	1	1	1
Trash Collection Charge per month \$43.06	\$43.06	\$43.06	\$43.06	\$43.06	\$43.06	\$43.06
<b>Total Monthly Charges</b>	<b>\$43.06</b>	<b>\$43.06</b>	<b>\$43.06</b>	<b>\$43.06</b>	<b>\$43.06</b>	<b>\$43.06</b>

# COUNTY OF HUMBOLDT HOUSING AUTHORITY, CA

## Section 8 HCV Program (Community-Wide)

### UTILITY ALLOWANCE COST OF CONSUMPTION CALCULATIONS

#### Standard Schedule

WATER - Hydesville Water District

TRASH COLLECTION - Recology Eel River

(Hydesville)

UPDATE 2022

Building Type: **All Building Types**

#### WATER

Monthly Average Unit Consumption gallons for all bedroom types	0BR	1BR	2BR	3BR	4BR	5BR
	3600	3750	5250	6750	8250	9750
Convert to CCF	<b>4.81</b>	<b>5.01</b>	<b>7.02</b>	<b>9.02</b>	<b>11.03</b>	<b>13.03</b>
Water Minimum Charge (0-7.5) per month \$40.00	\$40.00	\$40.00	\$40.00	\$40.00	\$40.00	\$40.00
Water Rate (over 7.5) per ccf \$5.00				\$7.60	\$17.65	\$27.65
<b>Total Monthly Average Cost</b>	<b>\$40.00</b>	<b>\$40.00</b>	<b>\$40.00</b>	<b>\$47.60</b>	<b>\$57.65</b>	<b>\$67.65</b>

#### TRASH COLLECTION

Monthly Average Unit Consumption gallons for all bedroom types	0BR	1BR	2BR	3BR	4BR	5BR
	1	1	1	1	1	1
Trash Collection Charge per month \$35.55	\$35.55	\$35.55	\$35.55	\$35.55	\$35.55	\$35.55
<b>Total Monthly Charges</b>	<b>\$35.55</b>	<b>\$35.55</b>	<b>\$35.55</b>	<b>\$35.55</b>	<b>\$35.55</b>	<b>\$35.55</b>

# COUNTY OF HUMBOLDT HOUSING AUTHORITY, CA

## Section 8 HCV Program (Community-Wide)

### UTILITY ALLOWANCE COST OF CONSUMPTION CALCULATIONS

#### Standard Schedule

#### WATER & SEWER - McKinleyville Community Services District

UPDATE 2022

Building Type: **All Building Types**

#### WATER

Monthly Average Unit Consumption gallons for all bedroom types	0BR	1BR	2BR	3BR	4BR	5BR
	3600	3750	5250	6750	8250	9750
Convert to CCF	<b>4.81</b>	<b>5.01</b>	<b>7.02</b>	<b>9.02</b>	<b>11.03</b>	<b>13.03</b>
Water Base Charge per month \$19.80	\$19.80	\$19.80	\$19.80	\$19.80	\$19.80	\$19.80
Total Usage Charges (0-8) per ccf \$3.66	\$17.60	\$18.34	\$25.69	\$29.28	\$29.28	\$29.28
Total Usage Charges (over 8) per ccf \$6.50				\$6.63	\$19.70	\$32.70
<b>Total Monthly Average Cost</b>	<b>\$37.40</b>	<b>\$38.14</b>	<b>\$45.49</b>	<b>\$55.71</b>	<b>\$68.78</b>	<b>\$81.78</b>

#### SEWER

Monthly Average Unit Consumption gallons for all bedroom types	0BR	1BR	2BR	3BR	4BR	5BR
	3600	3750	5250	6750	8250	9750
Convert to CCF	<b>4.81</b>	<b>5.01</b>	<b>7.02</b>	<b>9.02</b>	<b>11.03</b>	<b>13.03</b>
Sewer Base Charge per month \$34.59	\$34.59	\$34.59	\$34.59	\$34.59	\$34.59	\$34.59
Sewer Volumetric Rate (0-12 max) per ccf \$2.89	\$13.90	\$14.48	\$20.29	\$26.07	\$31.88	\$34.68
<b>Total Monthly Average Cost</b>	<b>\$48.49</b>	<b>\$49.07</b>	<b>\$54.88</b>	<b>\$60.66</b>	<b>\$66.47</b>	<b>\$69.27</b>

**COUNTY OF HUMBOLDT HOUSING AUTHORITY, CA**

***Section 8 HCV Program (Community-Wide)***

**UTILITY ALLOWANCE COST OF CONSUMPTION CALCULATIONS**

**Standard Schedule**

**TRASH COLLECTION - Humboldt Sanitation Services**

***(McKinleyville)***

**UPDATE 2022**

**Building Type: All Building Types**

**TRASH COLLECTION**

Monthly Average Unit Consumption gallons for all bedroom types	0BR	1BR	2BR	3BR	4BR	5BR
	1	1	1	1	1	1
Trash Collection Charge per month \$47.65	\$47.65	\$47.65	\$47.65	\$47.65	\$47.65	\$47.65
<b>Total Monthly Charges</b>	<b>\$47.65</b>	<b>\$47.65</b>	<b>\$47.65</b>	<b>\$47.65</b>	<b>\$47.65</b>	<b>\$47.65</b>

# COUNTY OF HUMBOLDT HOUSING AUTHORITY, CA

## Section 8 HCV Program (Community-Wide)

### UTILITY ALLOWANCE COST OF CONSUMPTION CALCULATIONS

#### Energy Efficient Schedule

#### ELECTRICITY - Pacific Gas & Electric

UPDATE 2022

Building Type: **Apartment**

A California Climate Credit of \$-6.55 is included in the  
'Other Electric, Lighting, Refrigeration, Etc' calculations.

#### HEATING

Monthly Average Unit Consumption KWH for all bedroom types - <b>Winter</b>	0BR	1BR	2BR	3BR	4BR	5BR
		132	175	218	261	304
Total Energy Charges (0-592) per kwh 0.31546		\$41.64	\$55.21	\$68.77	\$82.34	\$95.90
<b>Total Monthly Average Cost</b>		<b>\$41.64</b>	<b>\$55.21</b>	<b>\$68.77</b>	<b>\$82.34</b>	<b>\$95.90</b>

#### HEAT PUMP

Monthly Average Unit Consumption KWH for all bedroom types - <b>Winter</b>	0BR	1BR	2BR	3BR	4BR	5BR
		116	137	154	171	188
Total Energy Charges (0-592) per kwh 0.31546		\$36.59	\$43.22	\$48.58	\$53.94	\$59.31
<b>Total Monthly Average Cost</b>		<b>\$36.59</b>	<b>\$43.22</b>	<b>\$48.58</b>	<b>\$53.94</b>	<b>\$59.31</b>

#### AIR CONDITIONING

Monthly Average Unit Consumption KWH for all bedroom types - <b>Summer</b>	0BR	1BR	2BR	3BR	4BR	5BR
		0	0	0	0	0
Total Energy Charges (0-322) per kwh 0.31546		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total Monthly Average Cost</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

#### COOKING

Monthly Average Unit Consumption KWH for all bedroom types - <b>Year Round</b>	0BR	1BR	2BR	3BR	4BR	5BR
		39	57	75	92	110
Total Energy Chgs (0-502)(wtd avg) per kwh 0.31546		\$12.30	\$17.98	\$23.66	\$29.02	\$34.70
<b>Total Monthly Average Cost</b>		<b>\$12.30</b>	<b>\$17.98</b>	<b>\$23.66</b>	<b>\$29.02</b>	<b>\$34.70</b>

**OTHER ELECTRIC LIGHTING, REFRIGERATION, ETC.**

Monthly Average Unit Consumption KWH for all bedroom types - <b>Year Round</b>	0BR	1BR	2BR	3BR	4BR	5BR
		149	207	265	324	382
California Climate Credit per month -\$6.55		-\$6.55	-\$6.55	-\$6.55	-\$6.55	-\$6.55
Total Energy Chgs (0-502)(wtd avg) per kwh 0.31546		\$47.00	\$65.30	\$83.60	\$102.21	\$120.51
<b>Total Monthly Average Cost</b>		<b>\$40.45</b>	<b>\$58.75</b>	<b>\$77.05</b>	<b>\$95.66</b>	<b>\$113.96</b>

**WATER HEATING**

Monthly Average Unit Consumption KWH for all bedroom types - <b>Year Round</b>	0BR	1BR	2BR	3BR	4BR	5BR
		98	125	152	179	206
Total Energy Chgs (0-502)(wtd avg) per kwh 0.31546		\$30.92	\$39.43	\$47.95	\$56.47	\$64.98
<b>Total Monthly Average Cost</b>		<b>\$30.92</b>	<b>\$39.43</b>	<b>\$47.95</b>	<b>\$56.47</b>	<b>\$64.98</b>



## **SUPPORT DOCUMENTATION**

## **UTILITY PROVIDER RATES AND CHARGES**

# COUNTY OF HUMBOLDT HOUSING AUTHORITY, CA

## Section 8 HCV Program

### Utility Providers Residential Rates and Charges As of September 2022

UPDATE 2022

#### ELECTRICITY

Source: Pacific Gas & Electric

800-743-5000

www.pge.com\*

E-1 - Territory V			
California Climate Credit	Per Month	-\$6.55	(semi-annual credit of \$39.30)
Tiers*	kwh per day	Tier-1 (baseline)	Tier-2 (101%-400%)
Summer (June - September) (4)	10.4	0-322	323-1288
Winter (October - May) (8)	19.1	0-592	593-2368
Year Round Weighted Avg	16.2	0-502	503-2008
Energy Charge*	Per KWH	0.31516	0.39468
Energy Commission Tax	Per KWH	0.0003	0.0003
Total Energy Charges	Per KWH	0.31546	0.39498

#### NATURAL GAS

Source: Pacific Gas & Electric

800-743-5000

www.pge.com\*

G-1 - Territory V			
California Climate Credit	Per Month	-\$3.99	(annual credit of \$47.83)
Tiers*	therms per day	Tier-1 (baseline)	Tier-2 (excess)
Summer (April - October) (7)	0.59	0-18	over 18
Winter (Nov, Feb, Mar) (3)	1.51	0-47	over 47
Winter (Dec, Jan) (2)	1.71	0-53	over 53
Winter Wtd Avg (November - March)(5)	1.59	0-49	over 49
Year Round Weighted Avg	1.01	0-31	over 31
Energy Charge*	Per Therm	2.16475	2.63274
G-PPPS Surcharge	Per Therm	0.10346	0.10346
G-SUR Surcharge	Per Therm	0.00421	0.00421
CPUC Reimbursement Fee	Per Therm	0.00585	0.00585
Total Energy Charges	Per Therm	2.27827	2.74626

#### BOTTLE GAS/PROPANE

Source: Sequoia Gas

707-822-4851

Call

Year Round		
Fuel Rate	Per Gallon	\$3.82

# COUNTY OF HUMBOLDT HOUSING AUTHORITY, CA

## Section 8 HCV Program

### WATER, SEWER, AND TRASH COLLECTION

#### Source: City of Eureka

707-441-4203

www.ci.eureka.ca.gov\*

<b>Water</b>			
<b>Water Fixed Service Charge</b>	Per Month	<b>\$30.28</b>	
<b>Water Volumetric Charge</b>	Per CCF	<b>\$2.64</b>	
<b>Sewer</b>			
Monthly Account Charge	Per Month	\$2.97	
Sewer Fixed Service Charge	Per Month	\$24.34	
<b>Total Monthly Charge</b>	Per Month	<b>\$27.31</b>	
<b>Sewer Volumetric Charge</b>	Per CCF	<b>\$9.15</b>	

#### Source: Humboldt Community Services District (Eureka)

707-443-4558

www.humboldtcsd.org\*

<b>Water</b>			
<b>Water Fixed Service Charge</b>	Per Month	<b>\$26.46</b>	
<b>Water Volumetric Charge</b>	Per CCF	<b>\$4.06</b>	
<b>Sewer</b>			
<b>Total Sewer Fixed Service Charge</b>	Per Month	<b>\$19.55</b>	<i>Multi-Family</i>
Sewer Volumetric Charge	Per CCF	\$5.94	
Sewer Pass-through Rate	Per CCF	\$3.08	
<b>Total Usage Charges</b>	Per CCF	<b>\$9.02</b>	
<b>Sewer</b>			
<b>Total Sewer Fixed Service Charge</b>	Per Month	<b>\$23.37</b>	<i>Single-Family</i>
Sewer Volumetric Charge	Per CCF	\$5.94	
Sewer Pass-through Rate	Per CCF	\$3.08	
<b>Total Usage Charges</b>	Per CCF	<b>\$9.02</b>	

#### Source: Recology (Eureka)

707-442-5711

www.recology.com

Call

<b>Trash Collection</b>			
Trash Collection Charge	Per Month	<b>\$33.58</b>	<i>Inside City Limits</i>
Trash Collection Charge	Per Month	<b>\$43.06</b>	<i>Outside City Limits</i>

#### Source: Hydesville Water District

707-768-3000

www.kymkemp.com\*

<b>Water</b>			
	<b>Tiers*</b>	<b>0 - 7.5</b>	<b>over 7.5</b>
Water Minimum Charge* (\$80.00 bi-mthly)	Per Month	<b>\$40.00</b>	
Water Rate*	Per CCF		<b>\$5.00</b>

#### Source: Recology Eel River (Hydesville)

707-725-5156

www.eelriverdisopal.com

Call

<b>Trash Collection</b>			
Trash Collection Charge (32 gallon)	Per Month	<b>\$35.55</b>	

# COUNTY OF HUMBOLDT HOUSING AUTHORITY, CA

## Section 8 HCV Program

### Source: McKinleyville Community Services District

707-839-3251

[www.mckinleyvillecsd.com](http://www.mckinleyvillecsd.com)\*

Water			
Water Base Charge	Per Month	\$19.80	
	Tiers*	0 - 8	over 8
Water Volumetric Rate*	Per CCF	\$1.89	\$4.73
HBMWD Pass Thru	Per CCF	\$1.77	\$1.77
Total Usage Charges	Per CCF	\$3.66	\$6.50
Sewer			
Sewer Base Charge	Per Month	\$34.59	
	Tiers*	0 - 12 max	
Sewer Volumetric Rate	Per CCF	\$2.89	

### Source: Humboldt Sanitation Services (McKinleyville)

707-839-3285

[www.humboldtsanitation.com](http://www.humboldtsanitation.com)

Call

Trash Collection		
Trash Collection Charge (35 gal)	Per Month	\$47.65

## **UTILITY PROVIDER DOCUMENTATION**



# SPECIAL NOTICE

CALIFORNIA DEPARTMENT  
OF TAX AND FEE  
ADMINISTRATION  
450 N Street  
Sacramento, CA 95814

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**GAVIN NEWSOM**  
Governor

**YOLANDA RICHARDSON**  
Secretary  
Government Operations Agency

**NICOLAS MADUROS**  
Director

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CDTFA WEBSITE  
[www.cdtfa.ca.gov](http://www.cdtfa.ca.gov)

CUSTOMER SERVICE CENTER  
**1-800-400-7115**

CRS  
**711**

## 2022 Energy Resources (Electrical Energy) Surcharge Rate

The California Energy Commission (CEC) set the electrical energy surcharge rate for the 2022 calendar year to remain at three-tenths mill (\$.0003) per kilowatt-hour.

The CEC determines the electrical energy surcharge rate each November for the following calendar year. The electrical energy surcharge is imposed upon electrical energy consumed in California that is purchased from an electrical utility.

For more information on the electrical energy surcharge, please visit our website at [www.cdtfa.ca.gov/taxes-and-fees/energy-res-surcharge-electrical.htm](http://www.cdtfa.ca.gov/taxes-and-fees/energy-res-surcharge-electrical.htm), or call our Customer Service Center at 1-800-400-7115 (CRS:711) and select the option for *Special Taxes and Fees*. Customer service representatives are available to assist you Monday through Friday from 8:00 a.m. to 5:00 p.m. (Pacific time), except state holidays.

# Pacific Gas and Electric Company

## Residential Time-of-Use Electric Rates

(E1,EM,ES,ET,E6,EM-TOU, EV,EV2,ETOU,ETOU,ETOUD)

Rates Effective:  
June 1, 2022, to Present

Rate Schedule	Rate Design	Delivery Minimum Bill Amount <sup>1/</sup> (\$ per meter per day)	Discount (\$ per dwelling unit per day)	Minimum Average Rate Limiter (\$ per kWh per month)	Energy Charge <sup>2/</sup> (\$/kWh)			D-CARE <sup>3/</sup> Line-Item Discount for California Alternate Rates for Energy (CARE) Customers	California Climate Credit <sup>4/</sup> (April & Oct Bill)	"Average" Bundled Total Rate <sup>5/</sup> (\$ per kWh)
			ES, ET Only	ES, ET Only	Baseline Usage <sup>6/</sup>	101% - 400% of Baseline	High Usage Over 400% of Baseline			
Residential Schedules: E-1, EM, ES, ESR, ET	Tiered Energy Charges	\$0.34810	ES = \$0.02858 ET = \$0.11466	\$0.04892	\$0.31516	\$0.39468	\$0.49335	-34.947%	(\$39.30)	\$0.33772
Rate Schedule	Rate Design	Delivery Minimum Bill Amount <sup>1/</sup> (\$ per meter per day)	Total Meter Charge Rate <sup>7/</sup> (\$ per meter per day)	Season	Time-of-Use Period	Energy Charge <sup>2/</sup> (\$/kWh)		D-CARE <sup>3/</sup> Line-Item Discount for California Alternate Rates for Energy (CARE) Customers	California Climate Credit <sup>4/</sup> (April & Oct Bill)	"Average" Total Rate <sup>5/</sup> (\$ per kWh)
						Baseline Usage <sup>4/</sup>	Over 100% of Baseline			
Residential Time-of-Use Rate Schedule E-6 and Rate Schedule EM-TOU	Time-of-Use Winter and Summer Peak, Part-Peak, and Off-Peak Energy Charges	\$0.34810	\$0.25298	Summer	Peak	\$0.41948	\$0.51002	-34.947%	(\$39.30)	\$0.33772
					Part-Peak	\$0.37427	\$0.46481			
				Winter	Off-Peak	\$0.29738	\$0.38792			
					Part-Peak	\$0.29855	\$0.38909			
					Off-Peak	\$0.28771	\$0.37825			
Rate Schedule	Rate Design	Delivery Minimum Bill Amount <sup>1/</sup> (\$ per meter per day)	Total Meter Charge Rate <sup>7/</sup> (\$ per meter per day)	Season	Time-of-Use Period	Energy Charge <sup>2/</sup> (\$/kWh) (No Tiers)		D-CARE <sup>3/</sup> Line-Item Discount for California Alternate Rates for Energy (CARE) Customers	California Climate Credit <sup>4/</sup> (April & Oct Bill)	"Average" Total Rate <sup>5/</sup> (per kWh)
Residential Time-of-Use Service for Plug-In Electric Vehicle, Rate Schedule EV, Rate A <sup>8/</sup>	Time-of-Use Winter and Summer Peak, Part-Peak, and Off-Peak Energy Charges	\$0.34810	-	Summer	Peak	\$0.60638	-	-	(\$39.30)	-
					Part-Peak	\$0.36227	-			
				Winter	Off-Peak	\$0.24972	-			
					Peak	\$0.42379	-			
					Part-Peak	\$0.29178	-			
					Off-Peak	\$0.22005	-			
Residential Time-of-Use Service for Plug-In Electric Vehicle, Rate Schedule EV, Rate B <sup>8/</sup>	Time-of-Use Winter and Summer Peak, Part-Peak, and Off-Peak Energy Charges	-	\$0.04928	Summer	Peak	\$0.60339	-	-	-	-
					Part-Peak	\$0.35928	-			
				Winter	Off-Peak	\$0.24673	-			
					Peak	\$0.42086	-			
					Part-Peak	\$0.28885	-			
					Off-Peak	\$0.21712	-			
Residential Time-of-Use Service for Plug-In Electric Vehicle, Rate Schedule EV2	Time-of-Use Winter and Summer Peak, Part-Peak, and Off-Peak Energy Charges	\$0.34810	-	Summer	Peak	\$0.55950	-	-34.947%	(\$39.30)	-
					Part-Peak	\$0.44901	-			
				Winter	Off-Peak	\$0.24699	-			
					Peak	\$0.43239	-			
					Part-Peak	\$0.41569	-			
					Off-Peak	\$0.24699	-			
Rate Schedule	Rate Design	Delivery Minimum Bill Amount <sup>1/</sup> (\$ per meter per day)	Total Meter Charge Rate <sup>7/</sup> (\$ per meter per day)	Season	Time-of-Use Period	Energy Charge <sup>2/</sup> (\$/kWh)		D-CARE <sup>3/</sup> Line-Item Discount for California Alternate Rates for Energy (CARE) Customers	California Climate Credit <sup>4/</sup> (April & Oct Bill)	"Average" Total Rate <sup>5/</sup> (per kWh)
						Total Usage	Baseline Credit (Applied to Baseline Usage Only)			
Residential Time-of-Use Rate Schedule E-TOU-B <sup>10/</sup> (4-9 p.m.)	Time-of-Day Winter and Summer Peak and Off-Peak Energy Charges	\$0.34810	-	Summer	Peak	\$0.49271	-	-34.947%	(\$39.30)	-
					Off-Peak	\$0.36965	-			
				Winter	Peak	\$0.35608	-			
					Off-Peak	\$0.31728	-			
Residential Time-of-Use Rate Schedule E-TOU-C (Peak Pricing 4 - 9 p.m. Every Day)	Time-of-Use Winter and Summer Peak and Off-Peak Energy Charges	\$0.34810	-	Summer	Peak	\$0.48902	(\$0.09054)	-34.947%	(\$39.30)	-
					Off-Peak	\$0.42558	(\$0.09054)			
				Winter	Peak	\$0.39193	(\$0.09054)			
					Off-Peak	\$0.37460	(\$0.09054)			
Residential Time-of-Use NEW Rate Schedule E-TOU-D <sup>9/</sup> (Peak Pricing 5 - 8 p.m. Non-Holiday Weekdays)	Time-of-Use Winter and Summer Peak and Off-Peak Energy Charges	\$0.34810	-	Summer	Peak	\$0.47427	-	-34.947%	(\$39.30)	-
					Off-Peak	\$0.33931	-			
				Winter	Peak	\$0.38466	-			
					Off-Peak	\$0.34605	-			

<sup>1/</sup> Customers will receive a 50% discount on the delivery minimum bill amount, if applicable. See Electric Schedule D-CARE for further details.

<sup>2/</sup> See Actual Tariff for details on possible medical baseline allowances.

<sup>3/</sup> Customers will receive a 34.947 percent discount on their total bundled charges on their otherwise applicable rate schedule (except CA Climate Credit). See Electric Schedule D-CARE for further details.

<sup>4/</sup> Residential bill credit per household, per semi-annual payment occurring in the April and October bill cycles.

<sup>5/</sup> Average bundled rates based on estimated forecast. Average rates provided only for general reference, and individual customer's average rate will depend on its applicable kWh, and TOU data.

<sup>6/</sup> For Baseline Territory and Quantity information, please view second tab in this file, additional online table or rate schedule in Online Tariff Book.

<sup>7/</sup> In addition to the Delivery Minimum Bill Amount.

<sup>8/</sup> Summer Season: May-Oct Winter Season: Nov-Apr

<sup>9/</sup> New Schedule, effective May 1, 2020, see tariff and Advice Letter 5661-E-B, for further details.

<sup>10/</sup> E-TOU Option A was discontinued December 31, 2020 (see AL#4805-E-A). This Schedule renamed to E-TOU-B effective January 1, 2021.

NOTE - Unless otherwise noted: Summer Season: June-September Winter Season: October-May





**ELECTRIC PRELIMINARY STATEMENT PART K  
ENERGY COMMISSION TAX**

Sheet 1

**K. ENERGY COMMISSION TAX:**

The California legislature established the Energy Commission tax in 1975. The State Board of Equalization administers the tax, pursuant to current Sections 40001 et seq., of the Revenue and Taxation Code of the State of California. The tax provides additional funding for the California Energy Commission.

PG&E is required to collect the Energy Resources Surcharge Tax pursuant to Part 19 of Division 2 of the California Revenue and Taxation Code. The tax will be stated as a separate item on the billing statement. It is currently fixed at \$0.00030 per kilowatthour. This tax rate is subject to revision from time to time by the Energy Commission, subject to a statutory maximum. The tax does not apply to the federal government and certain other agencies as described in the above section of the Revenue and Taxation Code. (T)

# Residential ELECTRIC

## Baseline Territories and Quantities

Effective June 1, 2022 - Present

### Winter <sup>2/</sup>

(Effective beginning October 1, 2022)

TERRITORY	INDIVIDUALLY METERED (E-1, ES, ET, E-6, ESR, E-TOU-C <sup>4/</sup> and CARE)		MASTER METERED (EM, EM-TOU and CARE)
<b>ALL-ELEC.</b> (Code H)	Daily <sup>1/</sup>		Daily <sup>1/</sup>
P	26.0		15.3
Q	26.0		15.3
R	26.7		12.9
S	23.7		12.4
T	12.9		8.6
V	19.1		10.6
W	19.0		11.2
X	14.6		12.3
Y	24.0		13.7
Z	15.7		9.0
<b>BASIC ELEC.</b> (Code B)	Daily <sup>1/</sup>		Daily <sup>1/</sup>
P	11.0		4.8
Q	11.0		4.8
R	10.4		4.9
S	10.2		5.0
T	7.5		4.1
V	8.1		4.6
W	9.8		5.0
X	9.7		5.4
Y	11.1		7.6
Z	7.8		5.2

### Summer <sup>3/</sup>

(Effective beginning June 1, 2022)

TERRITORY	INDIVIDUALLY METERED (E-1, ES, ET, E-6, ESR, E-TOU-C <sup>4/</sup> and CARE)	
<b>ALL-ELEC.</b> (Code H)	Daily <sup>1/</sup>	
P	15.2	
Q	8.5	
R	19.9	
S	17.8	
T	7.1	
V	10.4	
W	22.4	
X	8.5	
Y	12.0	
Z	6.7	
<b>BASIC ELEC.</b> (Code B)	Daily <sup>1/</sup>	
P	13.5	
Q	9.8	
R	17.7	
S	15.0	
T	6.5	
V	7.1	
W	19.2	
X	9.8	
Y	10.5	
Z	5.9	

<sup>1/</sup>kWh per day

<sup>2/</sup> Winter Season: October-May

<sup>3/</sup> Summer Season: June-September

<sup>4/</sup> E-TOU-C - These quantities of electricity are to be used to define usage eligible for the baseline credit

(\$/therm)<sup>1/</sup>[illegible]

**Seasons:** Winter = Nov-Mar    Summer = April-Oct

**Pacific Gas and Electric Company**  
**Schedule G-SUR**  
**Customer-Procured Gas Franchise Fee Surcharge**  
**January 1, 2017, to Present**  
**(\$/therm)**

Month	Year 2022		Year 2021		Year 2020		Year 2019		Year 2018		Year 2017	
	Effective Date	Rate	Effective Date	Rate	Effective Date	Rate	Effective Date	Rate	Effective Date	Rate	Effective Date	Rate
January	1/1	\$0.00447	1/1	\$0.00262	1/1	\$0.00238	1/1	\$0.00305	1/1	\$0.00209	1/1	\$0.00434
February	2/1	\$0.00494	2/1	\$0.00265	2/1	\$0.00195	2/1	\$0.00273	2/1	\$0.00228	2/1	\$0.00420
March	3/1	\$0.00440	3/1	\$0.00281	3/1	\$0.00147	3/1	\$0.00256	3/1	\$0.00175	3/1	\$0.00357
April	4/1	\$0.00408	4/1	\$0.00246	4/1	\$0.00134	4/1	\$0.00205	4/1	\$0.00175	4/1	\$0.00356
May	5/1	\$0.00551	5/1	\$0.00240	5/1	\$0.00135	5/1	\$0.00142	5/1	\$0.00132	5/1	\$0.00345
June	6/1	\$0.00590	6/1	\$0.00252	6/1	\$0.00147	6/1	\$0.00124	6/1	\$0.00121	6/1	\$0.00345
July	7/1	\$0.00577	7/1	\$0.00216	7/1	\$0.00135	7/1	\$0.00116	7/1	\$0.00132	7/1	\$0.00205
August	8/1	\$0.00327	8/1	\$0.00219	8/1	\$0.00139	8/1	\$0.00130	8/1	\$0.00175	8/1	\$0.00212
September	9/1	\$0.00421	9/1	\$0.00234	9/1	\$0.00195	9/1	\$0.00129	9/1	\$0.00140	9/1	\$0.00161
October			10/1	\$0.00407	10/1	\$0.00163	10/1	\$0.00135	10/1	\$0.00142	10/1	\$0.00193
November			11/1	\$0.00506	11/1	\$0.00265	11/1	\$0.00167	11/1	\$0.00207	11/1	\$0.00209
December			12/1	\$0.00512	12/1	\$0.00277	12/1	\$0.00230	12/1	\$0.00302	12/1	\$0.00233

Please see Rate Schedule G-SUR for further details.

\*Effective July 1, 2017, Franchise Fee Factor Changed due to 2017 GRC D. 17-05-013.



**GAS PRELIMINARY STATEMENT PART O  
CPUC REIMBURSEMENT FEE**

Sheet 1

**O. CPUC REIMBURSEMENT FEE**

**1. REIMBURSEMENT FEE**

- a. **PURPOSE:** The purpose of this provision is to set forth the Public Utilities Commission Reimbursement Fee (Chapter 323, Statutes of 1983) to be paid by utilities to fund regulation by the California Public Utilities Commission (CPUC) (Public Utilities Code, Sections 401-443). The fee is ordered by the CPUC under Section 433. Surcharge fees shall be forwarded to the CPUC on a quarterly basis between the 1st and the 15th days of October, January, April and July.
- b. **APPLICABILITY:** This reimbursement fee applies to all gas delivery service rendered under all rate schedules and contracts authorized by the CPUC, with the exception of interdepartmental sales or transfers, and sales to electric, gas, or steam heat public utilities. It is applicable within the entire territory served by the company.
- c. The current CPUC Reimbursement Fee Rate is \$0.00585 per therm including Revenue Fees and Uncollectible (RF&U) accounts expense for all applicable gas rate schedules (see Preliminary Statement, Part B), except for gas rate schedule G-EG (Electric Generation) (I)
- The current CPUC Reimbursement Fee Rate for gas rate schedule G-EG is \$0.00086 per therm including RF&U as adopted in PG&E's 2010 Biennial Cost Allocation Proceeding Decision 10-06-035. (I)

**2. MASTER-METERED MOBILEHOME PARK SAFETY PROGRAM SURCHARGE**

- a. **PURPOSE:** The purpose of this provision is to set forth the CPUC Mobilehome Park Safety Inspection and Enforcement Program Surcharge to be paid by mobilehome park operators with master-metered natural gas distribution systems. The surcharge will recover the CPUC's costs to implement and maintain a safety inspection and enforcement program as mandated by the CPUC under the authority granted by Public Utility Code Sections 4351-4358. Surcharge fees shall be forwarded to the CPUC on a quarterly basis between the 1st and 15th days of October, January, April and July.
- b. **APPLICABILITY:** This surcharge applies to all gas delivery service provided to all master-metered mobilehome parks on Schedules GM, GML, GT, GTL and G-NR1.
- c. **RATE:** The Master-Metered Mobilehome Park Safety Program Surcharge is \$0.00691 per installed space per day (\$0.21 per installed space per month). This rate is included in Schedule G-MHPS.

# Residential GAS Baseline Territories and Quantities <sup>1/</sup>

**Effective April 1, 2022 - Present**

BASELINE QUANTITIES (Therms **Per Day** Per Dwelling Unit)

<b>Individually Metered</b>			
<b>Baseline Territories</b>	<b>Summer (April-October) Effective Apr. 1, 2022</b>	<b>Winter Off-Peak (Nov, Feb, Mar) Effective Nov. 1, 2022</b>	<b>Winter On-Peak (Dec, Jan) Effective Dec. 1, 2022</b>
P	0.39	1.88	2.19
Q	0.56	1.48	2.00
R	0.36	1.24	1.81
S	0.39	1.38	1.94
T	0.56	1.31	1.68
V	0.59	1.51	1.71
W	0.39	1.14	1.68
X	0.49	1.48	2.00
Y	0.72	2.22	2.58

<b>Master Metered</b>			
<b>Baseline Territories</b>	<b>Summer (April-October) Effective Apr. 1, 2022</b>	<b>Winter Off-Peak (Nov, Feb, Mar) Effective Nov. 1, 2022</b>	<b>Winter On-Peak (Dec, Jan) Effective Dec. 1, 2022</b>
P	0.29	1.01	1.13
Q	0.56	0.67	0.77
R	0.33	0.87	1.16
S	0.29	0.61	0.65
T	0.56	1.01	1.10
V	0.59	1.28	1.32
W	0.26	0.71	0.87
X	0.33	0.67	0.77
Y	0.52	1.01	1.13

**Summer Season: Apr-Oct**

**Winter Off-Peak: Nov, Feb, Mar**

**Winter On-Peak: Dec, Jan**

Advice Letter: 4589-G

Decision 21-11-016

GRC 2020 Ph II [Application 19-11-019]

Filed: Nov 22, 2019

# Utility Rate Gathering Form

**Date:** 9/23/2022

**Housing Agency:** HA of the City of Eureka & County of Humboldt, CA

**Utility (highlight):**

Electricity	Natural Gas	Water	Sewer	Trash
Propane Bottle Gas	Fuel Oil			

Provider Name: Sequoia Gas

**Provider Phone No:** 707-822-4851

**Provider Contact Name:** Brittany

**Provider Website:**

RL Staff Gathering Data: Angel

**Notes:**

[illegible]

Online:

- [One-time or automatic payments](#)
- [Online account set-up instructions](#)

Direct payment by bank account:

- [Please complete our ACH Authorization Form, and mail or drop off with voided check](#)

## CURRENT WATER & SEWER RATES

[Water Rate Table](#)

[Sewer Rate Table](#)

## END WATER SERVICE

Contact the Customer Service Counter, in person, by phone at (707) 441-4267 or via email [utilitybilling@ci.eureka.ca.gov](mailto:utilitybilling@ci.eureka.ca.gov), and provide the water shut off date and forwarding address. The City of Eureka is required to post a water shut off notice one business day before service ends in most instances.

If there is a deposit on the account, it will be applied to the closing bill, and any remainder will be issued as a refund.

## REPORT A WATER LEAK

During business hours, Monday through Friday: (707) 441-4203

Report after-hours water emergencies to the non-emergency dispatch line: (707) 441-4044

## [LEAK ADJUSTMENT REQUEST](#)

## [HOW TO READ YOUR WATER METER](#)

## [WATER CONSERVATION TIPS](#)



### City Links

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[Business License](#)

[City Charter and Municipal Code \(EMC\)](#)

[City Council](#)

[Facility & Park Rentals](#)

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# EUREKA

531 K St Eureka, CA 95501

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Hi 🤖, how can I help?



EXHIBIT A - Proposed Water Rates 2017-2021					
Effective Date	Year 1 July 1, 2017	Year 2 July 1, 2018	Year 3 July 1, 2019	Year 4 July 1, 2020	Year 5 July 1, 2021
<b>Monthly Fixed Service Charges:</b>					
<i>Single Family Residential:</i>					
5/8 inch	\$25.15	\$26.35	\$27.60	\$28.91	\$30.28
3/4 inch	\$25.15	\$26.35	\$27.60	\$28.91	\$30.28
1 inch	\$60.02	\$62.87	\$65.85	\$68.98	\$72.26
1 1/2 inch	\$187.85	\$196.77	\$206.12	\$215.91	\$226.16
2 inch	\$373.79	\$391.54	\$410.14	\$429.62	\$450.03
<i>Single Family Residential - Outside:</i>					
5/8 inch	\$37.73	\$39.52	\$41.40	\$43.36	\$45.42
3/4 inch	\$37.73	\$39.52	\$41.40	\$43.36	\$45.42
1 inch	\$90.02	\$94.30	\$98.78	\$103.47	\$108.39
1 1/2 inch	\$281.77	\$295.16	\$309.18	\$323.86	\$339.24
2 inch	\$560.68	\$587.31	\$615.21	\$644.43	\$675.04
<i>Multi Family Residential:</i>					
5/8 inch	\$33.10	\$34.67	\$36.32	\$38.04	\$39.85
3/4 inch	\$33.10	\$34.67	\$36.32	\$38.04	\$39.85
1 inch	\$79.88	\$83.67	\$87.65	\$91.81	\$96.17
1 1/2 inch	\$157.85	\$165.35	\$173.20	\$181.43	\$190.05
2 inch	\$251.42	\$263.36	\$275.87	\$288.97	\$302.70
3 inch	\$500.92	\$524.71	\$549.64	\$575.75	\$603.09
4 inch	\$781.61	\$818.74	\$857.63	\$898.37	\$941.04
6 inch	\$1,561.32	\$1,635.48	\$1,713.17	\$1,794.54	\$1,879.78
8 inch	\$2,496.97	\$2,615.57	\$2,739.81	\$2,869.95	\$3,006.27
<i>Multi Family Residential - Outside:</i>					
5/8 inch	\$49.65	\$52.01	\$54.48	\$57.06	\$59.77
3/4 inch	\$49.65	\$52.01	\$54.48	\$57.06	\$59.77
1 inch	\$119.82	\$125.51	\$131.47	\$137.72	\$144.26
1 1/2 inch	\$236.78	\$248.02	\$259.80	\$272.14	\$285.07
2 inch	\$377.12	\$395.04	\$413.80	\$433.46	\$454.05
3 inch	\$751.38	\$787.07	\$824.46	\$863.62	\$904.64
4 inch	\$1,172.42	\$1,228.11	\$1,286.45	\$1,347.55	\$1,411.56
6 inch	\$2,341.98	\$2,453.22	\$2,569.75	\$2,691.81	\$2,819.68
8 inch	\$3,745.45	\$3,923.36	\$4,109.72	\$4,304.93	\$4,509.41
<b>Commercial Fixed Service Charges:</b>					
<i>Commercial - Inside</i>					
5/8 inch	\$47.38	\$49.64	\$51.99	\$54.46	\$57.05
3/4 inch	\$47.38	\$49.64	\$51.99	\$54.46	\$57.05
1 inch	\$115.60	\$121.09	\$126.84	\$132.87	\$139.18
1 1/2 inch	\$229.29	\$240.18	\$251.58	\$263.54	\$276.05
2 inch	\$365.71	\$383.08	\$401.28	\$420.34	\$440.31
3 inch	\$729.51	\$764.16	\$800.46	\$838.48	\$878.31
4 inch	\$1,138.79	\$1,192.88	\$1,249.54	\$1,308.90	\$1,371.07
6 inch	\$2,275.67	\$2,383.76	\$2,496.99	\$2,615.60	\$2,739.84
8 inch	\$3,639.92	\$3,812.82	\$3,993.92	\$4,183.64	\$4,382.36
<i>Commercial - Outside:</i>					
5/8 inch	\$71.08	\$74.45	\$77.99	\$81.69	\$85.58
3/4 inch	\$71.08	\$74.45	\$77.99	\$81.69	\$85.58
1 inch	\$173.40	\$181.63	\$190.26	\$199.30	\$208.76
1 1/2 inch	\$343.93	\$360.26	\$377.38	\$395.30	\$414.08
2 inch	\$548.57	\$574.62	\$601.92	\$630.51	\$660.46
3 inch	\$1,094.27	\$1,146.25	\$1,200.69	\$1,257.73	\$1,317.47
4 inch	\$1,708.18	\$1,789.32	\$1,874.31	\$1,963.34	\$2,056.60
6 inch	\$3,413.50	\$3,575.64	\$3,745.48	\$3,923.39	\$4,109.75
8 inch	\$5,459.88	\$5,719.22	\$5,990.89	\$6,275.45	\$6,573.54
<b>Volumetric Charges for All Water Consumed (1)</b>					
Uniform Rate (per hcf) - Inside	\$2.15	\$2.25	\$2.36	\$2.47	\$2.64
Uniform Rate (per hcf) - Outside	\$3.23	\$3.38	\$3.54	\$3.71	\$3.88

The City may adjust volumetric rates (\$/hcf) each July 1<sup>st</sup> until July 1, 2021 based on the following formula:

**New Volumetric Surcharge (\$/hcf) = Volumetric Rate (from table on following page) x ((A / B) – 1), where**

**A = Water purchase costs, including increases adopted by wholesalers**

**B = Previous year water purchase costs**

<b>EXHIBIT A - SEWER RATES 2017-2021</b>					
<b>Effective Date</b>	<b>Proposed Monthly Sewer Rates</b>				
	<b>Year 1 July 1 2017</b>	<b>Year 2 July 1 2018</b>	<b>Year 3 July 1 2019</b>	<b>Year 4 July 1 2020</b>	<b>Year 5 July 1 2021</b>
<b>Monthly Fixed Service Charges</b>					
Monthly Account Charge ( <i>applies to all customer classes</i> )	\$1.61	\$2.08	\$2.60	\$2.73	\$2.87
Single Family Residential	\$13.69	\$17.66	\$22.07	\$23.18	\$24.34
Multi-Family Residential (per dwelling unit)	\$10.95	\$14.12	\$17.65	\$18.54	\$19.46
Commercial Light	\$13.69	\$17.66	\$22.07	\$23.17	\$24.33
Commercial Medium	\$13.69	\$17.66	\$22.07	\$23.17	\$24.33
Commercial Heavy	\$13.69	\$17.66	\$22.07	\$23.17	\$24.33
<b>Volumetric Rate (\$/hcf) **</b>					
Single Family Residential	\$5.15	\$6.64	\$8.30	\$8.72	\$9.15
Multi-Family Residential	\$5.15	\$6.64	\$8.30	\$8.72	\$9.15
Commercial Light	\$5.33	\$6.87	\$8.59	\$9.02	\$9.47
Commercial Medium	\$7.72	\$9.95	\$12.44	\$13.06	\$13.72
Commercial Heavy	\$11.35	\$14.65	\$18.31	\$19.22	\$20.18

\*\*For residential customers, summer flow charges will be based on the flow of the previous winter. For purposes of this calculation, summer includes the months of April through October and winter includes the months of November through March.

<b>EXHIBIT B - SEWER IMPACT FEE</b>			
<b>Summary of Costs Allocated to Connection Fees</b>	<b>Adjusted System Cost Basis</b>	<b>Planned Additional HEU's (thru 2022)</b>	<b>Maximum Impact (Connection) Fee (\$/HEU)</b>
Maximum Sewer Connection Per HEU	\$ 1,790,245	523	\$ 3,423

HUMBOLDT COMMUNITY SERVICES DISTRICT  
FY 2021/2022 MASTER FEE SCHEDULE

**WATER – MONTHLY SERVICE RATES**

Rates below are effective August 1, 2021 through July 31, 2022. The monthly fixed charge shall depend on the meter size. Volumetric rates are for units of 100 cubic-feet (HCF).

<b><u>Fixed Monthly Service Charges</u></b>		<b><u>Volumetric Consumption Charge</u></b>
5/8 inch meter	\$26.46	\$4.06 per HCF
3/4 inch meter	\$38.42	\$4.06 per HCF
1 inch meter	\$62.34	\$4.06 per HCF
1-1/2 inch meter	\$122.13	\$4.06 per HCF
2 inch meter	\$193.89	\$4.06 per HCF
3 inch meter	\$385.23	\$4.06 per HCF
4 inch meter	\$600.49	\$4.06 per HCF
6 inch meter	\$1,198.44	\$4.06 per HCF

**Other Miscellaneous Water Fees:**

	<b><u>Fee</u></b>
Temporary Construction Meter – Installation	\$40.00
Monthly Rate	\$92.95 + \$4.06 per HCF
Private Fire Protection Services	\$3.00 times diameter (inches) of service line

**Water Hauler Program:**

	<b><u>Fee</u></b>
<600 gallons	\$20
>600 gallons	\$0.03/gallon

HUMBOLDT COMMUNITY SERVICES DISTRICT  
FY 2021/2022 MASTER FEE SCHEDULE

**SEWER - MONTHLY SERVICE RATES:**

Rates below are effective August 1, 2020 through July 31, 2021. The rates and minimum sewer service charges billed monthly to customers within the service area of the District shall be as follows:

<i>Monthly Fixed Service Charge per Account</i>	<i>Plus Monthly Fixed Service Charge Per Living Unit (LU)/Equivalent Dwelling Unit (EDU)*</i>		<i>Plus Winter Average - Volumetric Charge per 100 cft.</i>
\$4.28	Single Family Residential (1-3 LU)	\$19.09	\$5.94
\$4.28	Multi-Family (4 or more LU)	\$15.27	\$5.94
\$4.28	Mobile Homes	\$16.61	\$5.94
\$4.28	Trailer Parks	\$16.61	\$5.94
\$4.28	Commercial – Light Strength (<370 mg/liter)	\$19.09	\$7.10
\$4.28	Commercial – Med. Strength (370-500 mg/liter)	\$19.09	\$9.41
\$4.28	Commercial – Heavy Strength (>500 mg/liter)	\$19.09	\$11.89

\* Fixed monthly service charges for Residential accounts shall be based on the number of Living Units (LU) at the Service Address. Fixed Monthly Service Charges for Commercial accounts shall be based on Equivalent Dwelling units (EDU).

**Sewer Pass Through Rate:**

Approved “pass-through” rate to recover City of Eureka charges for wastewater treatment and Capital Improvement Projects (within HCSD responsibility) in excess of calculated sewer charges for current rates.		
Charged as a multiplier to the Volumetric Surcharge:		
Single Family/Multi Family/Mobile Homes/Trailer Parks		\$3.08
Commercial Light Strength		\$3.69
Commercial Medium Strength		\$4.87
Commercial Heavy Strength		\$6.16

**Sewer – Other Miscellaneous Charges**

	<i>Fee</i>
Special Sewer Discharge Permit:	\$250 plus an additional charge for actual gallons discharged to the public sewer system based on strength of discharged wastewater

**Waste Water Hauler Program:**

Wastewater shall meet the District's Specific Pollutant Limits prior to discharge. No wastewater from a septic tank, portable bathroom, or recreational vehicle is allowed to be discharged to the District's sewage collection system. Discharge shall not exceed 1000 gallons a day.	
<500 gallons	\$20.00
501-1000 gallons	\$30.00

# Utility Rate Gathering Form

Date: 9/23/2022

Housing Agency: Eureka-Humboldt County Housing Authority, CA

Utility (highlight):

Electricity	Natural Gas	Water	Sewer	Trash
Propane Bottle Gas	Fuel Oil			

Provider Name: Recology (Eureka)

Provider Phone No: 707-442-5711

Provider Contact Name: Keith

Provider Website: www.recology.com

RL Staff Gathering Data: Angel

*Notes: Standard 30gal container.*

Description of Rate or Charge	Monthly Charge	Per Usage Rate	Usage Measure	% Charge (ex: tax)	Summer Months	Winter Months	Tiers/ Consumps
<i>Inside City</i>							
Trash Collection Charge	\$33.58		per mth				
<i>Outside City</i>							
Trash Collection Charge	\$43.06		per mth				

The new meters are accurate to one cubic foot of water, where the old ones are only accurate to 100 cubic feet. And the Board explained the old ones are wearing out and need to be upgraded. With regard to informing ratepayers, one Board Member said “the meters belong to” the District.

The Board passed the rate and rate structure changes. The three Board Members present all voted aye. Two members were absent. By 2022, Hydesville ratepayers will be charged \$80 every other month for a base rate that includes 1500 cubic feet of water for the two month period. If they use more, the fee will be \$5 per 100 cubic feet up to 4900 cubic feet, and \$8/ 100 cubic ft for usage over that amount in the bi-monthly billing cycle. Therefore, a person using 5400 cubic feet (about 675 gallons a day) will be paying about \$300 per billing period. The person who uses 185 gallons a day or less will pay \$40 a month. And for 300 gallons a day, the assessment will be about \$160 for the billing period. There is no developed waste-water treatment in the Hydesville District.

After the hearing, the regular business of the Board included:

- contracting with a dive team to examine the inside of the District’s two storage tanks for \$2,750;
- determining that a customer on Rhonerville Road, who needs a third meter, will have to finance an upgrade to a two inch line, on the District’s side of the meter, to accommodate her increased service without diminishing service levels to others in her neighborhood;
- determining that a man who has built a new house on his property may use the old meter, avoiding a new connection fee, if he follows through with his plans of demolishing the old house;
- approving the purchase of a fire hydrant flow tester for about \$1,200;
- postponing the purchase of a new “blow off valve” for a lateral line which may cost as much as \$2,000;
- determining it has no objection, to the Planning Department, of the lot line adjustment of a church as it acquires a small lot from its neighbor;
- and determining that it also has no objection to a permitted cannabis grow within its district boundaries now that the applicant has drilled a permitted well for the agricultural water. The District will continue to provide residential water to the home on the property. The District had previously objected to the cannabis farm when the District was needed for the water supply.



#### NEWS TWEETS

Local and Beyond

#### SOHUM AWARENESS



# Utility Rate Gathering Form

**Date:** 9/23/2022

**Housing Agency:** Eureka-Humboldt County Housing Authority, CA

**Utility (highlight):**

Electricity	Natural Gas	Water	Sewer	Trash
Propane Bottle Gas	Fuel Oil			

**Provider Name:** Recology Eel River (Hydesville)

**Provider Phone No:** 707-725-5156

Provider Contact Name: Crystal

**Provider Website:** [www.recology.com](http://www.recology.com)

RL Staff Gathering Data: Angel

**Notes:**

[illegible]

## REGULATION 16 – RATES

As of November 7, 2018

Monthly Base Charge by size of water meter:

Description	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>Monthly Base Charge:</b>					
5/8 Inch	\$ 16.47	\$ 17.62	\$ 18.68	\$ 19.80	\$ 20.39
3/4 Inch	\$ 22.23	\$ 24.49	\$ 26.71	\$ 29.11	\$ 30.59
1.0 Inch	\$ 33.60	\$ 38.06	\$ 42.59	\$ 47.52	\$ 50.98
1.5 Inch	\$ 62.09	\$ 71.89	\$ 82.01	\$ 93.06	\$ 101.95
2.0 Inch	\$ 96.35	\$ 112.59	\$ 129.45	\$ 147.91	\$ 163.12
3.0 Inch	\$ 179.52	\$ 214.61	\$ 251.43	\$ 291.85	\$ 326.24
4.0 Inch	\$ 290.53	\$ 343.59	\$ 399.00	\$ 459.76	\$ 509.75
6.0 Inch	\$ 575.46	\$ 682.07	\$ 793.53	\$ 915.75	\$ 1,019.50
8.0 Inch	\$ 917.71	\$ 1,088.92	\$ 1,268.00	\$ 1,464.41	\$ 1,631.20

Variable charge for volume of metered water:

Description	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>Volumetric Per 100 CF:</b>					
Block 1 - 0 to 8 CCF	\$ 1.57	\$ 1.68	\$ 1.78	\$ 1.89	\$ 1.95
Block 2 - All Over 8 CCF	\$ 3.93	\$ 4.20	\$ 4.45	\$ 4.73	\$ 4.88



**Rule 27.04. SEWER CHARGE** - the monthly charge for sewer service shall be calculated by adding a fixed charge per bill (or per dwelling unit for residential customers) to a variable charge per HCF of water consumed. No residential customer shall be charged for in excess of 12 HCF of water consumption in a month, regardless of the actual amount of water consumed. The rates shall be as follows:

Description	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>Monthly Base Charge:</b>					
All Customers	\$ 30.47	\$ 32.60	\$ 33.58	\$ 34.59	\$ 35.63
<b>Volumetric Per 100 CF:</b>					
2 sewer Units/Commercial	\$ 3.06	\$ 3.14	\$ 3.09	\$ 3.03	\$ 2.98
Apartment/Multi Unit (Each)	\$ 2.55	\$ 2.73	\$ 2.81	\$ 2.89	\$ 2.98
Bakery	\$ 10.43	\$ 11.79	\$ 12.79	\$ 13.81	\$ 14.90
Barber/Beauty Shop	\$ 2.63	\$ 2.78	\$ 2.84	\$ 2.89	\$ 2.98
Car Wash	\$ 1.58	\$ 1.34	\$ 1.01	\$ 0.66	\$ 0.30
Church & Residence	\$ 4.39	\$ 4.20	\$ 3.82	\$ 3.41	\$ 2.98
Churches	\$ 3.06	\$ 3.14	\$ 3.09	\$ 3.03	\$ 2.98
Coast Guard Station/Airport	\$ 3.06	\$ 3.14	\$ 3.09	\$ 3.03	\$ 2.98
Coming Attractions	\$ 2.63	\$ 2.78	\$ 2.84	\$ 2.89	\$ 2.98
Dialysis Clinic	\$ 2.98	\$ 3.28	\$ 3.46	\$ 3.61	\$ 3.73
Fire Station/School	\$ 2.12	\$ 2.13	\$ 2.05	\$ 1.97	\$ 1.94
Gas Stations (No Market)	\$ 3.29	\$ 3.25	\$ 3.06	\$ 2.86	\$ 2.68
Laundromats	\$ 2.32	\$ 2.38	\$ 2.33	\$ 2.28	\$ 2.24
Market	\$ 10.00	\$ 10.78	\$ 11.18	\$ 11.56	\$ 11.92
Metered Septage Vault	\$ 4.39	\$ 4.15	\$ 3.71	\$ 3.24	\$ 2.98
Moblie Homes (Each)	\$ 2.55	\$ 2.73	\$ 2.81	\$ 2.89	\$ 2.98
Motels/Hotels	\$ 6.96	\$ 7.29	\$ 7.33	\$ 7.37	\$ 7.45
Office Building/Post Office	\$ 2.63	\$ 2.78	\$ 2.84	\$ 2.89	\$ 2.98
Restaurant/Tavern	\$ 10.43	\$ 11.79	\$ 12.79	\$ 13.81	\$ 14.90
Retail/Banks/Theater/Other	\$ 3.06	\$ 3.14	\$ 3.09	\$ 3.03	\$ 2.98
Round Table/Market	\$ 8.52	\$ 9.12	\$ 9.39	\$ 9.65	\$ 9.95
Sewer Only Accounts	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Sewer Units - Commercial	\$ 3.29	\$ 3.25	\$ 3.06	\$ 2.86	\$ 2.68
Single Family Residential	\$ 2.55	\$ 2.73	\$ 2.81	\$ 2.89	\$ 2.98
Two Sewer Units/Business	\$ 3.06	\$ 3.14	\$ 3.09	\$ 3.03	\$ 2.98
Two Sewer Units/Daycare	\$ 2.96	\$ 3.03	\$ 2.98	\$ 2.92	\$ 2.98
Brewery	\$ 5.10	\$ 10.92	\$ 16.86	\$ 23.12	\$ 29.80



(<https://www.mckinleyvillecsd.com/>)

(707) 839-3251 ([/contact-us](#))

[Contact Us \(/contact-us\)](#)

<input type="text" value="Search..."/>	<input type="button" value="Go!"/>
--	------------------------------------

#### THIS ITEM APPEARS ON

[WATER DEPARTMENT \(/WATER-DEPARTMENT\)](#)

## Water Rates

A base rate is charged based upon the size of meter that serves your property.

If your service is outside the District boundaries, then your Base Rate and variable costs are billed at 1 ½ times the in-District rates.

See our PDF below to read the portion of Regulation 16 that details the monthly and variable charges. Rates are set to be adjusted each January through 2023.

⬇️ Water Rates (effective January 2019)

(</files/6ba25a798/Water+rates+effective+January+2019.pdf>)

The wholesale cost for your water, the charge we are billed directly from Humboldt Bay Municipal Water District (HBMWD), is billed to your account at \$1.77 per CCF. That is a direct pass through for the actual cost of the water you use and that is reflected on your statement as HBMWD PASS THRU and it will be adjusted each July 1st or when new rates are set by HBMWD. The most recent rate is effective August 1, 2022.

Properties that have an alternate source of water or that are required to have a Double Check Valve are billed a monthly fee of \$2.58 for the annual inspection fee of said device.

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1656 SUTTER RD., MCKINLEYVILLE CA 95519  
TELEPHONE (707) 839-3251

[PRIVACY POLICY \(/PRIVACY-POLICY\)](/PRIVACY-POLICY)

POWERED BY STREAMLINE ([HTTP://WWW.GETSTREAMLINE.COM/](http://www.getstreamline.com/)) | SIGN IN  
([HTTPS://WWW.MCKINLEYVILLECSD.COM/USERS/SIGN\\_IN?DESTINATION=%2FWATER-RATES](https://www.mckinleyvillecsd.com/users/sign_in?destination=%2FWATER-RATES))

# Utility Rate Gathering Form

**Date:** 9/23/2022

**Housing Agency:** HA of the City of Eureka & County of Humboldt, CA

**Utility (highlight):**

Electricity	Natural Gas	Water	Sewer	Trash
Propane Bottle Gas	Fuel Oil			

**Provider Name:** Humbolt Sanitation Services

**Provider Phone No:** 707-839-3285

Provider Contact Name: Anna

**Provider Website:** [www.humboltsanitation.com](http://www.humboltsanitation.com)

RL Staff Gathering Data: Angel

***Notes: Most popular size is 35 gal container.***

[illegible]

## **COMPARISON OF PREVIOUS AND CURRENT UTILITY RATES**

## Comparison of Previous and Current Utility Rates

### Section 8 HCV Program

## COUNTY OF HUMBOLDT HOUSING AUTHORITY, CA

**NOTE: Rates in bold print indicate changes and gray print indicates removal.**

(We use the absolute value of the changes which gives us the percentage of change. This is the best way to determine a 10% change in utility rates and charges.)

### ELECTRIC

**UPDATE 2022**

Description	Measure	Rates		Difference	
		9/2021	9/2022	Amount	Percent
<b>Pacific Gas &amp; Electric</b>					
California Climate Credit*	per month	-\$2.87	<b>-\$6.55</b>	-\$3.68	<b>-129%</b>
Tier-1 Total Energy Charges (Baseline)	per kwh	0.26101	<b>0.31546</b>	0.06000	<b>23%</b>
Tier-2 Total Energy Charges (101%-400%)	per kwh	0.32781	<b>0.39498</b>	0.07000	<b>22%</b>

Territory V. Baseline quantities have changed.

\*Semi-annual credit changed from \$17.20 to \$39.30

Summer: (June-Sept) (4) Baseline changed from 0-338 (10.9) to 0-322 (10.4),

Winter: (October-May) (8) Baseline changed from 0-524 (16.9) to 0-592 (19.1)

### NATURAL GAS

Description	Measure	Rates		Difference	
		9/2021	9/2022	Amount	Percent
<b>Pacific Gas &amp; Electric</b>					
California Climate Credit*	per month	-\$2.05	<b>-\$3.99</b>	-\$1.94	<b>-95%</b>
Tier-1 Total Energy Charges (Baseline)	per therm	1.72411	<b>2.27827</b>	0.56000	<b>33%</b>
Tier-2 Total Energy Charges (Excess)	per therm	2.20635	<b>2.74626</b>	0.54000	<b>25%</b>

\*Territory V, Baseline quantities have changed.

Summer: Apr - Oct (7), baseline changed from 0-19 (0.62) to 0-18 (0.59),

Winter: Nov - Mar (5), baseline changed from Wtd Avg 0-51 (1.37) to 0-49 (1.59)

\*Annual climate credit changed from \$24.62 to \$47.83.

### BOTTLE GAS/PROPANE

Description	Measure	Rates		Difference	
		9/2021	9/2022	Amount	Percent
<b>Sequoia Gas</b>					
Fuel Rate	per gallon	\$3.18	<b>\$3.82</b>	\$0.64	<b>21%</b>

### WATER, SEWER AND TRASH COLLECTION

Description - <b>Water</b>	Measure	Rates		Difference	
		9/2021	9/2022	Amount	Percent
<b>Humboldt Community Services Dist (Eureka)</b>					
Water Fixed Service Charge	per month	\$26.46	\$26.46	\$0.00	<b>0%</b>
Water Volumetric Charge	per ccf	\$4.06	\$4.06	\$0.00	<b>0%</b>

Continued...

## Comparison of Previous and Current Utility Rates

### Section 8 HCV Program

Humboldt Community Services Dist continued...

Description - <b>Sewer</b> (Multi-Family)	Measure	9/2021	9/2022	Amount	Percent
Total Sewer Fixed Service Charge	per month	\$19.55	\$19.55	\$0.00	0%
Total Usage Chgs	per ccf	\$9.02	\$9.02	\$0.00	0%
Description - <b>Sewer</b> (Single-Family)	Measure	9/2021	9/2022	Amount	Percent
Total Sewer Fixed Service Charge	per month	\$23.37	\$23.37	\$0.00	0%
Total Usage Chgs	per ccf	\$9.02	\$9.02	\$0.00	0%

<b>Recology (Eureka)</b>		Rates		Difference	
Description - <b>Trash Collection</b>	Measure	9/2021	9/2022	Amount	Percent
Trash Collection Charge (ICL)	per month	\$32.75	<b>\$33.58</b>	\$0.83	3%
Trash Collection Charge (OCL)	per month	\$41.08	<b>\$43.06</b>	\$1.98	5%

<b>Hydesville Water District</b>		Rates		Difference	
Description - <b>Water</b>	Measure	9/2021	9/2022	Amount	Percent
Water Minimum Charge (0-7.5)(\$80.00 bi-mthly)	per month	\$39.00	<b>\$40.00</b>	\$1.00	3%
Water Rate (over 7.5)	per ccf	\$5.00	\$5.00	\$0.00	0%

<b>Recology Eel River (Hydesville)</b>		Rates		Difference	
Description - <b>Trash Collection</b>	Measure	9/2021	9/2022	Amount	Percent
Trash Collection Charge (32 gal)	per month	\$34.18	<b>\$35.55</b>	\$1.37	5%

<b>McKinleyville Community Services District</b>		Rates		Difference	
Description - <b>Water</b>	Measure	9/2021	9/2022	Amount	Percent
Water Base Charge	per month	\$18.68	<b>\$19.80</b>	\$1.12	6%
Total Usage Charges (0-8)	per ccf	\$3.51	<b>\$3.66</b>	\$0.15	5%
Total Usage Charges (over 8)	per ccf	\$6.18	<b>\$6.50</b>	\$0.32	6%
Description - <b>Sewer</b>	Measure	9/2021	9/2022	Amount	Percent
Sewer Base Charge	per month	\$33.58	<b>\$34.59</b>	\$1.02	4%
Sewer Volumetric Rate (0-12 max)	per ccf	\$2.81	<b>\$2.89</b>	\$0.09	4%

<b>Westhaven Community Services District</b>		Rates		Difference	
Description - <b>Water</b>	Measure	9/2021	9/2022	Amount	Percent
Water Base Rate	per month	\$57.87	<b>\$61.71</b>	\$3.84	7%
Water Commodity Rate	per 1000 gals	\$15.23	<b>\$15.99</b>	\$0.76	5%

Removed provider, per the Agency.

<b>Humboldt Sanitation Services (McKinleyville &amp; Westhaven)</b>		Rates		Difference	
Description - <b>Trash Collection</b>	Measure	9/2021	9/2022	Amount	Percent
Trash Collection Charge (35 gal)	per month	\$42.45	<b>\$47.65</b>	\$5.20	13%

## **CURRENTLY ADOPTED SECTION 8 UTILITY ALLOWANCES**



**January 1, 2022**  
**Section 8 Utility Allowances**  
**Housing Authority of the County of Humboldt**  
*Allowances are rounded to nearest dollar*

A = Apartment    H = House

Utility or Service	0 BR		1 BR		2 BR		3 BR		4 BR		5 BR	
	A	H	A	H	A	H	A	H	A	H	A	H
<b>HEATING*</b>												
Natural Gas	34.00	48.00	40.00	59.00	47.00	67.00	53.00	76.00	59.00	84.00	66.00	95.00
Bottle Gas	70.00	99.00	80.00	118.00	92.00	137.00	108.00	153.00	118.00	169.00	130.00	188.00
Electric	36.00	81.00	42.00	95.00	56.00	111.00	69.00	126.00	83.00	143.00	97.00	162.00
Electric Heat Pump	31.00	45.00	37.00	52.00	44.00	62.00	49.00	70.00	55.00	78.00	60.00	86.00
Wood ****	28.00	28.00	28.00	28.00	28.00	28.00	34.00	34.00	41.00	41.00	41.00	41.00
<b>Air Conditioning</b>	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
<b>COOKING</b>												
Natural Gas	5.00	5.00	5.00	5.00	9.00	9.00	10.00	10.00	14.00	14.00	16.00	16.00
Bottle Gas	10.00	10.00	10.00	10.00	16.00	16.00	22.00	22.00	29.00	29.00	32.00	32.00
Electric	11.00	11.00	13.00	13.00	18.00	18.00	24.00	24.00	29.00	29.00	35.00	35.00
<b>OTHER Electric</b> (Lights Appliances includes CA Credit)	37.00	56.00	45.00	67.00	63.00	94.00	82.00	122.00	100.00	156.00	119.00	191.00
<b>WATER HEATING</b>												
Natural Gas	10.00	14.00	14.00	17.00	19.00	24.00	24.00	31.00	31.00	38.00	36.00	45.00
Bottle Gas	22.00	29.00	29.00	35.00	38.00	48.00	48.00	64.00	64.00	76.00	73.00	89.00
Electric	26.00	33.00	31.00	39.00	40.00	50.00	48.00	60.00	57.00	71.00	66.00	82.00
<b>OTHER - Natural Gas Climate Credit \$-2.05</b>	-2.00	-2.00	-2.00	-2.00	-2.00	-2.00	-2.00	-2.00	-2.00	-2.00	-2.00	-2.00
<b>WATER</b>	46.00	46.00	47.00	47.00	55.00	55.00	63.00	63.00	71.00	71.00	79.00	79.00
<b>SEWER</b>	63.00	67.00	65.00	69.00	83.00	87.00	101.00	105.00	119.00	123.00	137.00	141.00
<b>TRASH COLLECTION (Recology) (Inside City Limits)</b>	33.00	33.00	33.00	33.00	33.00	33.00	33.00	33.00	33.00	33.00	33.00	33.00
<b>TRASH COLLECTION (Recology) (Outside City Limits)</b>	41.00	41.00	41.00	41.00	41.00	41.00	41.00	41.00	41.00	41.00	41.00	41.00
<b>RANGE</b>	11.00	11.00	11.00	11.00	11.00	11.00	11.00	11.00	11.00	11.00	11.00	11.00
<b>REFRIGERATOR</b>	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00
Approved by County Commissioners November 08, 2021												

\* FUEL OIL use bottle gas amount. PER RHM 10/26/2006

## **LOCAL CLIMATOLOGICAL DATA**

**General Information**

HUSM-Ver13i\_813\_Summit-Update

**COUNTY OF HUMBOLDT HOUSING AUTHORITY, CA**

Study Date: September 30, 2022

PHA/Zip Code\* Lookup: 95501

\*If zip code is unavailable, choose adjacent zip code.

Name/City of HA: Eureka

State: CA

Building Types		#BR	Grouping
Apartment	Yes	0-5	Multi-Family
Row House/Townhouse			
Semi-Detached/Duplex			
Detached House	Yes	0-5	Single-Family
Mobile/Manufactured Home			

Average	
Electric	No
Natural Gas	No
Water	Yes
Sewer	Yes
Trash	Yes

**Average W/S/T per the Agency****Standard Schedule****Climate Data (Degree Days)****HEATING**

January	516
February	451
March	476
April	423
May	347
Jun	266
July	226
August	200
September	239
October	329
November	428
December	533
<b>Annual</b>	<b>4434</b>

**COOLING**

January	0
February	0
March	0
April	0
May	0
Jun	0
July	0
August	0
September	0
October	0
November	0
December	0
<b>Annual</b>	<b>0</b>

**Typical Low Temp** 39

## General Information

HUSM-Ver13i\_813\_Summit-Update

### COUNTY OF HUMBOLDT HOUSING AUTHORITY, CA

Study Date: September 30, 2022

PHA/Zip Code\* Lookup: 95501

\*If zip code is unavailable, choose adjacent zip code.

Name/City of HA: Eureka

State: CA

Building Types	#BR	Grouping
Apartment	Yes	Specified
Row House/Townhouse		Multi-Family
Semi-Detached/Duplex		
Detached House		
Mobile/Manufactured Home		

Average	
Electric	No
Natural Gas	N/A
Water	N/A
Sewer	N/A
Trash	N/A

Apartment (1-5 bedrooms) Solar Panels (No adjustments can be made using HUSM)

### Energy Efficient Schedule

## Climate Data (Degree Days)

### HEATING

January	516
February	451
March	476
April	423
May	347
Jun	266
July	226
August	200
September	239
October	329
November	428
December	533
<b>Annual</b>	<b>4434</b>

### COOLING

January	0
February	0
March	0
April	0
May	0
Jun	0
July	0
August	0
September	0
October	0
November	0
December	0
<b>Annual</b>	<b>0</b>

Typical Low Temp 39

**RESOLUTION 494**

**ADOPT UPDATED UTILITY SCHEDULE  
SECTION 8 HOUSING CHOICE VOUCHER PROGRAM**

WHEREAS, The U.S. Department of Housing and Urban Development requires a survey of utility usage and fees be done to ascertain a schedule of Section 8 Housing allowances for tenant furnished utilities; and

WHEREAS, The Housing Authorities have contracted with The Nelrod Company to complete a Resident Life Utility Allowance Survey and Study for Section 8; and

WHEREAS, The Survey demonstrates a need to adjust the present utility allowances to bring them in line with actual cost figures;

NOW, THEREFORE, BE IT RESOLVED, that the Commissioners of the County of Humboldt Housing Authority approve and adopt the September 2022 updated schedule for Section 8 Utility Allowances for Tenant Furnished Utilities and Other Services, effective January 1, 2023.

PASSED AND ADOPTED on the 14 day of November 2022 by the following vote:

AYES:

NAYS:

ABSENT

ABSTAIN:

\_\_\_\_\_  
Name

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature