



HOUSING AUTHORITIES

CITY OF EUREKA & COUNTY OF HUMBOLDT



735 WEST EVERDING STREET, EUREKA CA 95503
PHONE: (707) 443-4583 FAX: (707) 443-4762 TTY: (800) 651-5111

AGENDA

REGULAR MEETING OF THE CITY OF EUREKA HOUSING AUTHORITY BOARD OF COMMISSIONERS

DATE AND TIME
Tuesday – February 21, 2023
7:30pm

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/81354543088?pwd=T2c5RWxNbTRJS3pgcHhMTiRVSFhvdz09>

Meeting ID: 813 5454 3088

Passcode: 946466

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 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 1982 (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 meetings:

4a. Regular meeting, January 17, 2023 (pages 5- 9)

5. Bills and Communications:

5a. HUD letter dated January 12, 2023: Approval of 5-Year PHA Plan Revision (page 10)

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 11)

6c. HCV Utilization Reports (pages 12- 14)

6d. Repositioning Updates

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: None.

9. New Business:

9a. Programs Overview & Updates (*informational*) (pages 15- 21)

9b. Return to In-Person Meetings (*for discussion*) (pages 22- 27)

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.

City of Eureka Housing Authority

Board of Commissioners Meeting

February 21, 2023

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. 1982

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY OF EUREKA 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 City of Eureka 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 City of Eureka 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 City of Eureka 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 21 day of February 2023 by the following vote:

AYES:

NAYS:

ABSENT:

ABSTAIN:

Name

Name

Title

Title

Signature

Signature

MINUTES

REGULAR MEETING OF THE HOUSING AUTHORITY OF THE CITY OF EUREKA BOARD OF COMMISSIONERS

Monday, January 17, 2023

Chairperson Serotta declared a quorum present and called the meeting to order at 7:35pm.

1. Roll Call:

Present: Chairperson Serotta, Vice Chairperson Konkler, Commissioner Byers,
Commissioner Escarda, Commissioner Pittman, Commissioner Raymond

Absent: None

Staff: Churchill, Humphreys

Public: None in attendance

2. Brown Act, Remote Session Authorization, Resolution 1980

Recommended Board Action: Accept and Adopt for Approval

RESOLUTION NO. 1980

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CITY OF EUREKA 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, 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 City of Eureka 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 1980 by Commissioner Byers.

Second – Vice Chairperson Konkler

Roll Call:

Ayes: Serotta, Konkler, Escarda, Byers, Raymond, Pittman

Nays: None

Abstain: None

Absent: None

Chairperson Serotta declared the motion carried and the Resolution 1980 approved.

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

4. Approve minutes of the board of commissioners meeting, held October 05, 2022, special meeting.

Motion to approve the minutes of the meeting of October 05, 2022, made by Commissioner Byers

Second – Vice Chairperson Konkler

Roll call:

Ayes: Serotta, Konkler, Byers, Escarda, Pittman

Nays: None

Abstain: Raymond

Absent: None

Chairperson Serotta declared the motion carried to approve the minutes of October 05, 2022.

Approve minutes of the board of commissioners meeting, held October 17, 2022, regular meeting.

Motion to approve the minutes of the meeting of October 17, 2022, made by Commissioner Raymond

Second – Commissioner Escarda

Roll call:

Ayes: Serotta, Konkler, Escarda, Pittman, Raymond

Nays: None
Abstain: Byers
Absent: None

Chairperson Serotta declared the motion carried to approve the minutes of October 17, 2022.

Approve minutes of the board of commissioners meeting, held November 21, 2022, regular meeting.

Motion to approve the minutes of the meeting of November 21, 2022, made by Commissioner Raymond

Second – Commissioner Escarda

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

Chairperson Serotta declared the motion carried to approve the minutes of November 21, 2022.

Approve minutes of the board of commissioners meeting, held December 02, 2022, special meeting.

Motion to approve the minutes of the meeting of December 02, 2022, made by Vice Chairperson Konkler

Second – Commissioner Byers

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

Chairperson Serotta declared the motion carried to approve the minutes of December 02, 2022.

Approve minutes of the board of commissioners meeting, held December 19, 2022, regular meeting.

Motion to approve the minutes of the meeting of December 19, 2022, made by Commissioner Escarda

Second – Commissioner Pittman

Roll call:
Ayes: Serotta, Konkler, Escarda, Pittman

Nays: None
Abstain: Byers, Raymond
Absent: None

Chairperson Serotta declared the motion carried to approve the minutes of December 19, 2022.

5. Bills and Communication:

5a. Q4 2022 Tenant Newsletter (Housing Authority of the City of Eureka, tenants)
Secretary Churchill briefs the board on the tenant newsletter pointing out keys points of the Q4 2022 newsletter.

5b. 2022.2 Landlord Newsletter (Housing Authority of the County of Humboldt, landlords)
Secretary Churchill briefs the board on the landlord newsletter.

6. Report of the Secretary:

6a. Covid-19 Updates

Secretary Churchill notes that the Housing Authority will be following the California Covid pay guidelines and 40 hours of paid Covid sick leave ended 12/31/2022.

6b. Occupancy and Leasing Report

Secretary Churchill updates the board on this report, pointing out keys points of the report.

6c. HCV Utilization Reports

Secretary Churchill updates the board and goes over keys points of the report.

7. Reports of the Commissioners: Vice Chairperson Konkler comments that he assisted the Regional Center helping with people who were displaced from their homes due to the recent earthquakes. Vice Chairperson Konkler goes on to ask Secretary Churchill what happened to the Housing Authority units from to the earthquake. Secretary Churchill states that we had four households that were displaced in the Eureka Family property at 1112 E Street due to water heaters breaking and broken pipes. Secretary Churchill goes on to note that the displaced households were moved into a hotel and the maintenance staff was immediately onsite working on repairs and water damage.

8. Unfinished Business: None.

9. New Business:

9a. Staff salary schedule effective January 01, 2023, approved on October 19, 2022;

Informational

No comments are made on this informational item.

9b. Resolution 1981, Write off Uncollectible Debt

Recommended Board Action: Accept and Adopt for Approval

RESOLUTION 1981
TO WRITE OFF CERTAIN UNCOLLECTIBLE ACCOUNTS RECEIVABLE

WHEREAS, All efforts to collect certain accounts from former tenants of the Conventional Public Housing program have been unsuccessful; and

WHEREAS, The U.S. Department of Housing and Urban Development has recommended that after all reasonable efforts have been made to collect vacated accounts, the Board of Commissioners, based on the recommendations of the Executive Director, should authorize the charging off of such accounts.

NOW, THEREFORE, BE IT RESOLVED, That the following accounts be transferred to Collection Loss;

<u>Tenant Public Housing</u>	<u>Amount</u>
Eviction	\$14,917.90

Motion to approve the Resolution 1981 by Commissioner Raymond

Second – Commissioner Byers

Roll Call:

Ayes: Serotta, Konkler, Byers, Escarda, Pittman, Raymond

Nays: None

Abstain: None

Absent: None

Chairperson Serotta declared the motion carried and the Resolution 1981 approved.

10. Closed Session: None needed.

11. Adjournment

There being no further business to come before the Commissioners, the meeting was adjourned at 8:06pm.

Secretary

Chairperson



U.S. Department of Housing and Urban Development
San Francisco Regional Office - Region IX
One Sansome Street, Suite 1200
San Francisco, California 94104-4430
www.hud.gov
espanol.hud.gov

January 12, 2023

Ms. Cheryl Churchill
Executive Director
City of Eureka Housing Authority
725 West Everding Street, Eureka, CA 95503
Eureka, CA 95503

Re: 5-Year PHA Plan Revision Approval – City of Eureka Housing Authority FYB 2021

Dear Ms. Churchill:

This letter is to inform you that the City of Eureka Housing Authority's 5-Year Plan Revision (Plan) submission for the PHA Fiscal Year (FY) 2021 beginning January 1, 2021, is approved. The Plan approved is **version 2**. This approval of the Plan submission does not constitute an endorsement of the strategies and policies outlined in the Plan. In providing assistance to families under programs covered by this Plan, the City of Eureka Housing Authority will comply with the rules, standards, and policies established in its Plan, as provided in 24 CFR §903 and other applicable regulations.

Your approved Plan and all required attachments and documents must be made available for review and inspection at the principal office of the PHA during normal business hours. Once posted, your plan will remain on display until your next Plan (whether next year's plan or an intervening significant amendment or modification) is submitted and is approved by HUD.

Please note a housing authority has the option to schedule one public hearing to address several changes to its approved Plan. Changes that require public hearing include: PHA Plan Significant Amendments; changes due to Demolition/Disposition; Homeownership; use of Capital Funds; Capital Fund Financing; proposed New Development or Mixed Finance projects; implementation of Rental Assistance Demonstration (RAD) Program; Flat Rents policies.

If you have any questions regarding your PHA Plan or the information in this letter, please contact Jennifer Estrella, Portfolio Management Specialist, at (415) 489-6447.

Sincerely,

A handwritten signature in blue ink, appearing to read "Gerard R. Windt".

Gerard R. Windt
Director
Office of Public Housing

Occupancy and Leasing Report 2022

City of Eureka Housing Authority
County of Humboldt Housing Authority

Program	Total Units	# Units Leased, 1st of Month												Wait List
	Available	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	
Eureka														
Public Housing	196 *	177	180	182	181	180	180	180	180	179	183	182	186	523
Eureka Family Housing	51	48	48	48	47	44	44	46	46	46	46	46	47	520
Eureka Senior Housing	22	20	20	20	20	21	21	21	19	18	19	19	19	198
	269	245	248	250	248	245	245	247	245	243	248	247	252	

Humboldt

Tenant Based Vouchers

Housing Choice Vouchers	1137	800	791	792	789	792	795	788	784	780	776	771	773	1114
VASH Vouchers	73	66	67	70	69	69	69	68	70	72	71	69	69	N/A
Mainstream vouchers	75 ***	27	27	28	29	31	32	36	36	35	36	37	39	N/A
Emergency Housing Vouchers (EHV)	182	5	11	15	18	23	30	38	42	46	64	69	80	N/A ‡

Project Based Vouchers (a subset of total vouchers shown above)

PBV-VASH - Bayview Heights (Eureka)	22 **	21	21	21	22	22	22	22	22	22	22	22	22	
PBV-HCV - Bayview Heights (Eureka)	3 **	-	-	-	3	3	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	896	905	905	915	926	930	932	933	947	946	961	
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Vouchers issued but not under contract, end of month (aka "Searching")	80
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*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.

‡ & ** Total PBV vouchers are not included in "Total All Vouchers". PBV's are a subset.

‡ No PHA waitlist for EHV's; 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 December 2022

	January	February	March	April	May	June	July	August	September	October	November	December	Total
Traditional HCV & VASH (Includes PBVs)													
HAP income	\$ 487,449	\$ 490,581	\$ 492,982	\$ 492,810	\$ 492,002	\$ 485,420	\$ 516,667	\$ 499,159	\$ 505,815	\$ 513,289	\$ 507,799	\$ 532,538	\$ 6,016,511
HAP expenses	(491,882)	(489,328)	(494,790)	(489,399)	(495,856)	(500,284)	(500,006)	(513,950)	(514,201)	(512,612)	(515,428)	(518,055)	(6,035,791)
Surplus (Deficit)	(4,433)	1,253	(1,808)	3,411	(3,855)	(14,864)	16,661	(14,791)	(8,386)	677	(7,629)	14,483	(19,281)
% Total income utilized	100.91%	99.74%	100.37%	99.31%	100.78% A	103.06%	96.78%	102.96%	101.66%	99.87%	101.50%	97.28% A	100.32%
Administrative/Other Income	71,092	71,162	83,214	69,268	112,267	77,092	74,183	73,199	90,177	82,034	76,105	95,587	975,380
Operating expenses	(62,591)	(57,222)	(62,223)	(64,273)	(83,268)	(60,183)	(100,329)	(72,497)	(65,925)	(65,925)	(70,999)	(63,588)	(829,022)
Surplus (Deficit)	8,501	13,940	20,991	4,995	29,000	16,909	(26,146)	702	24,252	16,109	5,106	31,998	146,358
Remaining HAP Cash	18,124	19,052	10,667	12,533	12,110	2,092	14,037	560	4,480	16,947	-	10,885	E
Remaining Non-HAP Cash	385,079	409,050	425,907	432,218	464,707	473,027	489,409	502,082	517,465	518,171	536,720	536,736	
Total HCV Cash	403,203	428,102	436,574	444,751	476,818	475,119	503,447	502,641	521,945	535,118	536,720	547,620	
Cash Increase/(Decrease)	6,455	24,900	8,471	8,177	32,067	(1,699)	28,328	(805)	19,303	13,174	1,602	10,900	
# of Households Assisted	866	858	862	858	861	864	856	854	851	846	839	842	10,257
Average HAP Payment	\$ 568	\$ 570	\$ 574	\$ 570	\$ 576	\$ 579	\$ 584	\$ 602	\$ 604	\$ 606	\$ 614	\$ 615	\$ 588
Mainstream (disabled & non-elderly)													
HAP income	\$ 7,833	\$ 12,284	\$ 15,469	\$ 15,469	\$ 15,469	\$ -	\$ -	\$ 19,100	\$ 24,361	\$ 24,298	\$ 24,909	\$ 28,509	\$ 187,701
HAP expenses	(17,543)	(18,014)	(18,523)	(19,191)	(20,250)	(21,567)	(23,340)	(24,880)	(24,488)	(25,671)	(26,741)	(27,261)	(267,469)
Surplus (Deficit)	(9,710)	(5,730)	(3,054)	(3,722)	(4,781)	(21,567)	(23,340)	(5,780)	(127)	(1,373)	(1,832)	1,248	(79,768)
% Total income utilized	223.96%	146.65%	119.74%	124.06%	130.91%	N/A	N/A	130.26%	100.52%	105.65%	107.35%	95.62%	142.50%
Administrative/Other Income	55	55	1,508	647	6,011	885	885	885	45,506	885	8,566	2,571	68,459
Operating expenses	(1,575)	(1,068)	(1,291)	(1,301)	(2,763)	(2,440)	(3,754)	(2,703)	(2,649)	(2,475)	(4,257)	(2,711)	(28,986)
Surplus (Deficit)	(1,520)	(1,013)	217	(654)	3,248	(1,555)	(2,869)	(1,818)	42,857	(1,590)	4,309	(140)	39,473
Remaining HAP Cash	69,131	63,950	60,703	56,106	53,175	31,360	8,261	2,512	2,113	740	-	156	E
Remaining Non-HAP Cash	(1,407)	(2,296)	(2,052)	(2,669)	647	(702)	(2,104)	(3,734)	39,027	37,457	42,179	42,738	
Total MSV Cash	67,724	61,654	58,651	53,437	53,822	30,658	6,157	(1,222)	41,140	38,197	42,179	42,894	
Cash Increase/(Decrease)	(12,191)	(6,070)	(3,003)	(5,214)	385	(23,164)	(24,501)	(7,379)	42,362	(2,943)	3,982	715	
# of Households Assisted	27	27	28	29	31	32	36	37	36	37	38	39	397
Average HAP Payment	\$ 650	\$ 667	\$ 662	\$ 662	\$ 653	\$ 674	\$ 648	\$ 672	\$ 680	\$ 694	\$ 704	\$ 699	\$ 674

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

	January	February	March	April	May	June	July	August	September	October	November	December	Total
Emergency Housing Vouchers (EHVs)													
HAP income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
HAP expenses	(4,749)	(11,739)	(15,752)	(17,535)	(24,957)	(30,246)	(36,868)	(41,451)	(44,507)	(57,732)	(61,001)	(67,561)	(414,098)
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)</u>	<u>(44,507)</u>	<u>(57,732)</u>	<u>(61,001)</u>	<u>(67,561)</u>	<u>(414,098)</u>
% Total income utilized	N/A	N/A	N/A	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	53,229	22,531	38,430	26,446	263,706
Operating expenses	(6,064)	(12,924)	(10,910)	(12,457)	(18,645)	(15,141)	(28,275)	(22,481)	(18,240)	(24,437)	(38,473)	(39,713)	(247,761)
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>34,989</u>	<u>(1,906)</u>	<u>(43)</u>	<u>(13,267)</u>	<u>15,945</u>
Remaining HAP Cash	512,371	500,567	485,216	467,681	442,929	412,584	375,210	334,859	290,352	232,673	171,784	104,276	
Remaining Non-HAP Cash	426,639	414,688	404,613	392,951	374,709	360,770	339,649	317,910	268,183	245,652	207,222	180,707	
Total EHV Cash	<u>939,010</u>	<u>915,255</u>	<u>889,829</u>	<u>860,632</u>	<u>817,638</u>	<u>773,354</u>	<u>714,859</u>	<u>652,769</u>	<u>558,535</u>	<u>478,325</u>	<u>379,006</u>	<u>284,983</u>	
Cash Increase/(Decrease)	(12,025)	(23,755)	(25,426)	(29,197)	(42,993)	(44,284)	(58,495)	(62,091)	(94,233)	(80,210)	(99,319)	(94,023) C	
# of Households Assisted	5	11	15	18	23	30	38	42	46	64	69	80	441
Average HAP Payment	\$ 950	\$ 1,067	\$ 1,050	\$ 974	\$ 1,085	\$ 1,008	\$ 970	\$ 987	\$ 968	\$ 902	\$ 884	\$ 845	\$ 939
Total All Voucher Programs													
HAP income	\$ 495,282	\$ 502,865	\$ 508,451	\$ 508,279	\$ 507,471	\$ 485,420	\$ 516,667	\$ 518,259	\$ 530,176	\$ 537,587	\$ 532,708	\$ 561,047	\$ 6,204,212
HAP expenses	(514,174)	(519,081)	(529,065)	(526,125)	(541,063)	(552,097)	(560,214)	(580,281)	(583,196)	(596,015)	(603,170)	(612,877)	(6,717,358)
Surplus (Deficit)	<u>(18,892)</u>	<u>(16,216)</u>	<u>(20,614)</u>	<u>(17,846)</u>	<u>(33,593)</u>	<u>(66,677)</u>	<u>(43,547)</u>	<u>(62,022)</u>	<u>(53,020)</u>	<u>(58,428)</u>	<u>(70,462.00)</u>	<u>(51,830.00)</u>	<u>(513,147)</u>
% Total income utilized	103.81%	103.22%	104.05%	103.51%	106.62%	113.74%	108.43%	111.97%	110.00%	110.87%	113.23%	109.24%	108.27%
Administrative/Other Income	78,087	84,668	95,997	82,777	136,923	93,113	96,989	96,924	188,912	105,450	123,101	124,604	1,307,544
Operating expenses	(70,229)	(71,214)	(74,424)	(78,031)	(104,676)	(77,764)	(132,357)	(97,682)	(86,814)	(92,836)	(113,729)	(106,012)	(1,105,769)
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>102,098</u>	<u>12,613</u>	<u>9,373</u>	<u>18,591</u>	<u>201,776</u>
Remaining HAP Cash	599,626	583,569	556,586	536,320	508,214	446,036	397,508	337,931	296,945	250,360	171,784	115,317	
Remaining Non-HAP Cash	810,311	821,443	828,468	822,499	840,064	833,095	826,955	816,258	824,675	801,281	786,121	760,180	
Total Program Cash	<u>1,409,938</u>	<u>1,405,012</u>	<u>1,385,054</u>	<u>1,358,819</u>	<u>1,348,278</u>	<u>1,279,131</u>	<u>1,224,463</u>	<u>1,154,189</u>	<u>1,121,620</u>	<u>1,051,641</u>	<u>957,905</u>	<u>875,497</u>	
Cash Increase/(Decrease)	(17,760)	(4,926)	(19,958)	(26,235)	(10,541)	(69,147)	(54,668)	(70,274)	(32,568)	(69,980)	(93,735)	(82,409)	
# of Households Assisted	898	896	905	905	915	926	930	933	933	947	946	961	11,095
Average HAP Payment	\$ 573	\$ 579	\$ 585	\$ 581	\$ 591	\$ 596	\$ 602	\$ 622	\$ 625	\$ 629	\$ 638	\$ 638	\$ 605

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.

D Extraordinary MSV admin funding received per HUD allocation.

E HAP cash on hand is minimal, but sufficient HAP reserves are held with HUD. HUD held reserve requests submitted as necessary.

HUD Held Reserves

HCV - \$757,381

MSV - \$267,940

EHV - \$1,062,774

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	851
October	946	897	918	934	906	888	866	888	862	846
November	939	900	913	928	903	887	881	890	866	839
December	927	890	910	925	902	882	877	887	857	842
Average	965	897	916	926	914	895	884	871	869	855
UML's	11,576	10,759	10,990	11,107	10,965	10,736	10,612	10,449	10,426	10,257

Mainstream Vouchers

									<u>2021</u>	<u>2022</u>
January										27
February										27
March										28
April										29
May										31
June										32
July										36
August									4	37
September									15	36
October									18	37
November									24	38
December									27	39
Average									21	33
UML's									88	397

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										64
November										69
December									4	80
Average									4	37
UML's									4	441

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	933
September	956	896	931	927	913	888	872	883	879	933
October	946	897	918	934	906	888	866	888	880	947
November	939	900	913	928	903	887	881	890	890	946
December	927	890	910	925	902	882	877	887	888	961
Average	965	897	916	926	914	895	884	871	894	925
UML's	11,576	10,759	10,990	11,107	10,965	10,736	10,612	10,449	10,518	11,095

Housing Authority of the City of Eureka

Board of Commissioners Meeting

February 21, 2023

Agenda Item 9a

Memorandum

To: Commissioners

From: Cheryl Churchill, Executive Director

Subject: Overview of HACE Programs

BACKGROUND AND HISTORY:

This month, we're reviewing program offerings and differences in the Housing Authority of the City of Eureka programs, as there are often questions from the public about what programs we administer and how to qualify for them. While we recommend that these inquiries get referred to staff for direct assistance, it is also important to have knowledge of our various offerings and how they differ.

Impact to Personnel:

None.

Fiscal Impact:

None.

Alternatives:

N/A

STAFF RECOMMENDATION:

None; informational only.

Housing Authority of the City of Eureka (HACE) – Locally Managed Properties

Public Housing

Sites: 12 sites in Eureka

- 25-1 (Units in and around borders of Harris/Elizabeth/Burrill, Prospect)
- Prospect (borders 25-1 properties; built later than 25-1 development)
- C & Clark Street
- 514 West Del Norte & 1830 Albee
- 1645 C Street
- Buhne/Union/Summer
- 330 Grant Street
- 1335 B Street
- Spring & Garland
- 2523 Albee
- 510 West Harris
- 131 West Del Norte

Total Units: 198

Excepted Units: 3 (Eureka Police annex, Boys & Girls Club, maintenance storage/prep space)

Rental Units: 195

Waitlist: Open

Average wait to be pulled for screening: 1.5 years

Income limits: 80% AMI (note that 40% of annual new admissions must be at Extremely Low Income level, 30% AMI)

Subsidy: Units are subsidized under HUD's Annual Contributions Contract for Operating Subsidy and Capital Funds Program.

HUD FY2022 Income Limits (2023 limits expected May 2023):

FY 2022 Income Limit Area	Median Family Income Click for More Detail	FY 2022 Income Limit Category	Persons in Family							
			1	2	3	4	5	6	7	8
Humboldt County, CA	\$79,700	Very Low (50%) Income Limits (\$) Click for More Detail	27,300	31,200	35,100	38,950	42,100	45,200	48,300	51,450
		Extremely Low Income Limits (\$)* Click for More Detail	16,350	18,700	23,030	27,750	32,470	37,190	41,910	46,630
		Low (80%) Income Limits (\$) Click for More Detail	43,650	49,850	56,100	62,300	67,300	72,300	77,300	82,250

Eureka Family Housing

Sites: 3 sites in Eureka

- 735 P Street
- 615 West Hawthorne Street
- 1112 E Street + 304 Clark Street

Total Units: 51

Subsidized units: 50 units

Market rate units: 1

Waitlist: Open

Average wait to be pulled for screening: 2 years

Income limits: 33 units at 60% AMI, 17 units at 50% AMI (see chart of income limits below)

Subsidy: Project-based Section 8 contract for 50 units. For tenants who earn above Section 8 income limits and no longer qualify for Section 8 subsidy (i.e. by increasing their income during tenancy), rental rates are limited to annual TCAC rates (see chart of Rent Limits below).

TCAC Rent Limits:

Per HUD Notice
Effective: April 18, 2022

CALIFORNIA TAX CREDIT ALLOCATION COMMITTEE 2022

Maximum Multi-Family Tax Subsidy Projects (MTSP) Rents
for Low Income Housing Tax Credit (LIHTC) Projects
Placed in Service after January 1, 1990 (post 1989)
For Projects Placed in Service on or before 12/31/2008
Including HERA Special Limits

County	Efficiency	1 BR	2 BR	3 BR	4 BR	5 BR
HUMBOLDT						
100% Income Level	\$1,364	\$1,462	\$1,754	\$2,026	\$2,260	\$2,492
60% Income Level	\$819	\$877	\$1,053	\$1,215	\$1,356	\$1,496
55% Income Level	\$750	\$804	\$965	\$1,114	\$1,243	\$1,371
50% Income Level	\$682	\$731	\$877	\$1,013	\$1,130	\$1,246
45% Income Level	\$614	\$658	\$789	\$911	\$1,017	\$1,122
40% Income Level	\$546	\$585	\$702	\$810	\$904	\$997
35% Income Level	\$477	\$511	\$614	\$709	\$791	\$872
30% Income Level	\$409	\$438	\$526	\$607	\$678	\$748

TCAC Income Limits:

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CALIFORNIA TAX CREDIT ALLOCATION COMMITTEE 2022

Maximum Income Levels
For Projects Placed in Service on or before 12/31/2008
Including HERA Special Limits

County	One Person	Two Person	Three Person	Four Person	Five Person	Six Person	Seven Person	Eight Person
HUMBOLDT								
100% Income Level	\$54,600	\$62,400	\$70,200	\$77,900	\$84,200	\$90,400	\$96,600	\$102,900
60% Income Level	\$32,760	\$37,440	\$42,120	\$46,740	\$50,520	\$54,240	\$57,960	\$61,740
55% Income Level	\$30,030	\$34,320	\$38,610	\$42,845	\$46,310	\$49,720	\$53,130	\$56,595
50% Income Level	\$27,300	\$31,200	\$35,100	\$38,950	\$42,100	\$45,200	\$48,300	\$51,450
45% Income Level	\$24,570	\$28,080	\$31,590	\$35,055	\$37,890	\$40,680	\$43,470	\$46,305
40% Income Level	\$21,840	\$24,960	\$28,080	\$31,160	\$33,680	\$36,160	\$38,640	\$41,160
35% Income Level	\$19,110	\$21,840	\$24,570	\$27,265	\$29,470	\$31,640	\$33,810	\$36,015
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Eureka Senior Housing

Sites: 4 sites in Eureka

- 822 C Street
- 904 I Street
- 9th & I Street
- 942 E Street

Total Units: 22

Subsidized units: None. Some tenants have HCV (Section 8) subsidy.

Market rate units: None.

Waitlist: Open

Average wait to be pulled for screening: 3.7 years

Income limits: 9 units at 60% AMI, 13 units at 50% AMI

Subsidy: None. Rents are limited to TCAC Rent Limits (see chart above).

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Housing Authority of the City of Eureka

Board of Commissioners Meeting

February 21, 2023

Agenda Item 9b

Memorandum

To: Commissioners

From: Cheryl Churchill, Executive Director

Subject: Remote meeting attendance under AB 2449

BACKGROUND AND HISTORY:

During the COVID-19 pandemic and related Emergency Order, certain waivers and state laws were put in place that allowed remote meetings to take place, prioritizing safety over the traditional and more stringent Brown Act requirements. With the COVID-19 State of Emergency in California scheduled to end February 28, 2023, we will be returning to in-person meetings as of March 1, 2023, that will allow for remote meeting attendance under either AB 2449 (effective January 1, 2023), or under Brown Act requirements for posting, notification, etc. Staff and Commissioners should be aware of the teleconferencing requirements and plan accordingly.

Impact to Personnel:

Staff will be required to hold board meetings and Commissioners will be required to attend them on site at the Housing Authority offices or otherwise have just cause or an emergency reason (as defined in AB 2449) not to attend, limited to a certain number of events per year.

Fiscal Impact:

Immaterial.

Alternatives:

None; meetings must be in compliance with the Ralph M. Brown act and related state laws.

STAFF RECOMMENDATION:

Review attached memo prepared by Housing Authority legal representation; discuss as necessary.



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* Of Counsel

September 28, 2022

ATTORNEY-CLIENT PRIVILEGED **MEMORANDUM**

To: Public Entity Clients

From: Ryan Plotz

Re: New Brown Act Legislation

I. Summary

On September 13, 2022, the Governor signed Assembly Bill 2449 (“AB 2449”) into law. AB 2449, which goes into effect on January 1, 2023, makes further revisions to the Brown Act’s teleconferencing provisions.

In general terms, AB 2449 does the following:

- Maintains the current AB 361 teleconferencing option until December 31, 2023.
- Adds an additional teleconferencing option that (subject to certain requirements discussed below) allows less than a majority of member to participate remotely based on “just cause” or “emergency circumstances” (each as defined) if a majority of the legislative body conducts the meeting in-person from a location open to the public.

In the sections that follow, I address the continued use of the AB 361 rules and provide detail on the new AB 2449 alternative.

II. Continued Use of AB 361 Rules

The AB 361 rules, which most public entities continue to utilize, remain unchanged by AB 2449. As you are aware, AB 361 allows a public entity to conduct a remote meeting without complying with the onerous teleconferencing requirements of the Brown Act under **any** of the following circumstances:

The legislative body holds a meeting during a proclaimed state of emergency¹, **and** state or local officials have imposed or recommended measures to promote social distancing.

or

The legislative body holds a meeting during a proclaimed state of emergency, **and** has determined by majority vote that as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

The state of emergency proclaimed on March 4, 2020, by the Governor remains in effect.

The AB 361 teleconference option will expire on December 31, 2023. Accordingly, until that date, legislative bodies may utilize the AB 361 if the appropriate findings can be made.

III. AB 2449 Option

As an alternative to AB 361, AB 2449 provides a further teleconference option that is less onerous than the default teleconferencing provisions contained in the Brown Act but more onerous than the AB 361 option.

AB 2449 allows for **less than a quorum** of the legislative body to participate in the public meeting via teleconference, subject to the following requirements:

- **At least a quorum of the legislative body participates in the public meeting from a single physical location, which location is open to the public.**

¹ A “state of emergency” means a state of emergency proclaimed by the Governor pursuant to Section 8625 of the California Emergency Services Act.

- **A member(s) seeking to participate remotely must demonstrate either “just cause”² or that “emergency circumstances”³ exist.**
 - **Just cause.** If the member seeks to appear remotely due to just cause (as defined in the footnote below), the member must notify the legislative body at the start of the public meeting of the need to appear remotely (and should notify key staff in advance of the meeting). The notification must include a general description of the circumstances relating to the need to appear remotely at the given meeting. The member shall also publicly disclose at the meeting before any action is taken, whether any other individuals 18 years of age or older are present in the room at the remote location with the member, and the general nature of the member’s relationship with any such individuals.
 - Note: The just cause exception may not be utilized by a member more than twice per calendar year.
 - Note: unlike for emergency circumstances (discussed below), the legislative body is not required to approve the request to attend for “just cause.”
 - **Emergency circumstances.** If the member seeks to appear remotely due to emergency circumstances (as defined in the footnote below), the following procedural rules apply:
 - To the extent feasible, the member seeking to appear remotely shall provide notification to key staff of the potential need to appear remotely.

² “Just cause” means any of the following:

- A. A childcare or caregiving need of a child, parent, grandparent, grandchild, sibling, spouse, or domestic partner that requires them to participate remotely. “Child,” “parent,” “grandparent,” “grandchild,” and “sibling” have the same meaning as those terms do in Section 12945.2.
- B. A contagious illness that prevents a member from attending in person.
- C. A need related to a physical or mental disability as defined in Sections 12926 and 12926.1 not otherwise accommodated by subdivision (g).
- D. Travel while on official business of the legislative body or another state or local agency.

³ “Emergency circumstances” means a physical or family medical emergency that prevents a member from attending in person.

- If notification is received before the agenda is posted, staff should add an item to the beginning of the agenda for the Council to “consider and possibly approve authorizing _____ to attend the meeting remotely due to emergency circumstances.”
- At the start of the meeting, the member seeking to appear remotely must request approval of the legislative body to so appear due to emergency circumstances.
- The legislative body shall request from the member a general description of the emergency circumstances.
- The member must provide a general description of the emergency circumstances but shall not be required to disclose any medical diagnosis or disability.
- The member shall also publicly disclose at the meeting before any action is taken, whether any other individuals 18 years of age or older are present in the room at the remote location with the member, and the general nature of the member’s relationship with any such individuals.
- The legislative body must then take action on the request at the start of the meeting by motion, with the member seeking to appear remotely abstaining from the vote.
 - Note: if the item is not on the agenda, the legislative body must first take action to add the matter to the agenda. This is accomplished by a 2/3rds vote of the legislative body after making findings that the need for the item came to the attention of staff after the agenda was posted.
- **The legislative body must provide a method by which the public can participate via remote means (i.e., either (i) a two-way audiovisual platform or (ii) a two-way telephonic service coupled with live webcasting).**
- **The agenda shall indicate the method by which the public may access the meeting and offer public comment.**

Additionally, as is the case currently with the AB 361 option, the following requirements must also be met:

- In the event of a disruption which prevents the legislative body from broadcasting the meeting to members of the public using the call-in option or internet-based service option, or in the event of a disruption within the local agency's control which prevents members of the public from offering public comments using the call-in option or internet-based service option, the body shall take no further action on items appearing on the meeting agenda until public access to the meeting via the call-in option or internet-based service option is restored.
- The legislative body shall not require that public comments be submitted in advance.
- If a public entity provides for a timed public comment period, the legislative body shall not close the public comment period until the time period has expired.
- If a public entity does not provide a timed public comment period, it shall allow a reasonable amount of time per agenda item to allow public members the opportunity to provide public comment, including time for members of the public to register with the video service provider.
- All votes shall be by roll call vote.