



# 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 HOUSING AUTHORITY OF THE CITY OF EUREKA BOARD OF COMMISSIONERS

DATE AND TIME  
Tuesday, January 16, 2023  
7:30pm

### LOCATION

Housing Authority of the City of Eureka  
735 W. Everding St., Eureka CA

All or portions of this meeting will be conducted by teleconferencing in accordance with Government Code Section 54953(b). Teleconference locations are as follows: 735 W. Everding St., Eureka CA 95503. This location is accessible to the public, and members of the public may address the Housing Authority of the City of Eureka Board of Commissioners from any teleconference location.

### PUBLIC PARTICIPATION

Public access to this meeting is available at the location above.

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. 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.

3. Approve minutes of the Board of Commissioners meetings:

3a. Regular meeting, November 20, 2023

4. Bills and Communications:

4a. Tenant Newsletter, Q4 2023



The Housing Authorities are Equal Housing Opportunity Organizations



5. 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.

5a. Occupancy and Leasing Report

5b. HCV Utilization Reports

5c. Repositioning Updates

6. Reports of the Commissioners:

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

7. Unfinished Business: None.

8. New Business:

8a. Resolution 1993 Smoke-free Housing Policy, Lease Attachment H

Recommended Board Action: Accept and Adopt for Approval

8b. Resolution 1994, Proposed Utility Allowance Study Schedule for 2024

Recommended Board Action: Accept and Adopt for Approval

9. Closed Session – If needed.

10. 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.

## MINUTES

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

Monday, November 20, 2023

Chairperson Serotta declared a quorum present and called the meeting to order at 7:31pm.

1. Roll Call:

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

Absent: Commissioner Byers

Staff: Churchill, Humphreys, Wiesner

Public: Cristin Kenyon

Motion made by Vice Chairperson Konkler to approve remote attendance for Commissioner Raymond. Motion seconded by Commissioner Escarda.

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

3. Approve minutes of the board of commissioners meeting, held October 16, 2023.

Motion to approve the minutes of the meeting of October 16, 2023, made by Commissioner Escarda.

Second – Vice Chairperson Konkler

Ayes: Serotta, Konkler, Escarda, Pittman

Nays: None

Abstain: Raymond

Absent: Byers

Chairperson Serotta declared the motion carried to approve the minutes of October 16, 2023.

4. Bills and Communication: None

5. Report of the Secretary:

5a. Occupancy and Leasing Report

Secretary Churchill updates the board on this report, explaining key points of the report.

5b. HCV Utilization Reports

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

5c. Repositioning Updates

Secretary Churchill states that a Memorandum of Agreement (MOU) is still in process with Brinshore. Secretary Churchill goes on to comment that the tenant outreach meeting was

held last week with approximately 30 attendees. Tomorrow will be the meeting with HUD Special Application Center to figure out the best way to submit an application for a project that is going to go on for ten years.

6. Reports of the Commissioners: None heard.

7. Unfinished Business: None.

8. New Business:

8a. City of Eureka, Planning Department Update by Cristin Kenyon, Development Services Director; *Informational*

Secretary Churchill comments that a new goal which was requested by the board was to receive an annual update from the City of Eureka Planning Department. City of Eureka Development Services Director, Cristin Kenyon, provides an in-person presentation to the board. Cristin briefly goes over Regional Housing Needs Allocations (RHNA), coast zonings and districts as well as demonstrating where to find zoning codes on the city website. Cristin concludes her presentation by touching on updates to building codes.

8b. Resolution 1990, HACE 2022 Financial Audit Report

Recommended Board Action: Accept and Adopt for Approval

Dustin Wiesner, CFO goes over the audit report with the commissioners, explaining key points of the audit.

RESOLUTION 1990  
TO ACCEPT AGENCY AUDIT REPORTS  
FISCAL YEAR ENDING DECEMBER 31, 2022

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 City of Eureka do hereby accept the Audited Financial Statements for the fiscal year ending December 31, 2022.

Motion to approve Resolution 1990 made by Commissioner Raymond

Second – Vice Chairperson Konkler

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

Chairperson Serotta declared the motion carried to approve Resolution 1990.

8c. Resolution 1991, Update to Public Housing Admissions & Continued Occupancy Policy  
Recommended Board Action: Accept and Adopt for Approval  
Secretary Churchill briefs the board on the update to the policy.

RESOLUTION 1991  
APPROVING AND ADOPTING UPDATED  
PUBLIC HOUSING PROGRAM ADMISSIONS & CONTINUED OCCUPANCY POLICY

WHEREAS, It is a requirement of the Housing Authority of the City of Eureka to have an updated, approved Admissions & Continued Occupancy Policy for the administration of its Public Housing programs; and

WHEREAS, Staff has amended the current Admissions & Continued Occupancy Policy to include new U.S. Department of Housing and Urban Development mandated program changes; and

WHEREAS, The Commissioners have reviewed the proposed Admissions & Continued Occupancy Policy for Public Housing; and

WHEREAS, The proposed was advertised and made available for sixty (60) days of public comment; and

WHEREAS, The Admissions & Continued Occupancy Policy will be sent to HUD for their reference; therefore

BE IT RESOLVED, That the Commissioners of the Housing Authority of the City of Eureka do hereby approve and adopt the proposed Admissions & Continued Occupancy Policy for Public Housing update effective December 01, 2023.

Motion to approve Resolution 1991 made by Commissioner Raymond

Second – Commissioner Escarda

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

Chairperson Serotta declared the motion carried to approve Resolution 1991.

8d. Resolution 1992, Write-off Uncollectible Debt  
Recommended Board Action: Accept and Adopt for Approval  
Secretary Churchill briefs the board on the write off.

RESOLUTION 1992  
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>Housing Program</u>	<u>Amount</u>
Eviction, Eureka Family Housing	<u>\$30,681.18</u>

Motion to approve Resolution 1992 made by Commissioner Escarda

Second – Vice Chairperson Konkler

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

Chairperson Serotta declared the motion carried to approve Resolution 1992.

9. Closed Session: None needed.

10. Adjournment

There being no further business to come before the Commissioners, the meeting was adjourned at 8:24pm.

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Secretary

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Chairperson



ISSUE DECEMBER 2023

OFFICE: 707-443-4583

FAX: 707-443-4762

# HOUSING INSIDER

“COMMUNICATION LEADS TO COMMUNITY”

We greatly appreciate all Public Housing tenants for participating at the Tenant Outreach Meetings held on November 16, 2023. All the feedback, questions, and discussions regarding our redevelopment plan was very insightful. If you missed out, no worries! Be on the lookout for future updates and be sure we have your correct information on file for us to stay in touch.

## TENANT REMINDERS

Please sign and date all paperwork and return in a timely manner. Provide required documentation and complete all questions. Paperwork returned without a signature or required documentation is considered incomplete.

Tenants should not assign the lease or sublease unit. Subleasing includes receiving payment to cover rent and utility costs from anyone not on the lease.

DO NOT flush wipes, feminine products, dental floss, hair, bandages, Q-tips, cotton pads, cotton balls, cat litter, grease, oils, etc. down toilet.

No littering. Leaving clothing and furniture items on sidewalks or PHA property is considered littering. Tenants will be charged dump fees for littering.

## DATES TO REMEMBER

**Our office will be closed on these holidays!**

January 1<sup>st</sup> – New Year’s Day

January 15<sup>th</sup> – Martin Luther King Day

February 12<sup>th</sup> – Lincoln’s Birthday

February 19<sup>th</sup> – President’s Day

March 29<sup>th</sup> – Good Friday 1/2 Day



## COMMUNITY EVENTS

The Eureka Choice Pantry located at 307 W 14<sup>th</sup> Street in Eureka, CA offers access to healthy and nutritious foods for income-eligible community members once per month. The Eureka Choice Pantry is open Tuesdays, Wednesdays, and Friday from 10am-4pm. For more information, contact the Eureka Choice Pantry at 707-445-3166 to schedule an appointment. Don’t forget to ask about their monthly income guidelines.

## HAPPY HOLIDAYS AND STAY SAFE!

**EHA Mission Statement:** The mission of the Housing Authority of the City of Eureka is to assist low-income families with safe, decent, and affordable housing opportunities as they strive to achieve self-sufficiency and improve the quality of their lives. The Housing Authority is committed to operating in an efficient, ethical, and professional manner, and treating all clients with dignity and respect. The Housing Authority will create and maintain partnerships with its clients and appropriate community agencies in order to accomplish this mission.

## Nonsufficient Funds (NSF)

An NSF check is when a customer writes a check for \$100 when their bank account only has 75\$ in it!



## NON-SUFFICIENT FUNDS

To avoid future returned payments, please note online portal payments and checks made on holidays, weekends, or evenings take longer to process, usually **48 business hours**. A returned check fee of \$20.00 will be charged to the tenant when a check is returned for insufficient funds or closed account. After five returned payments, **only money orders** will be accepted by PHA for any rent payments. Please remember to print your name along with tenant code on all money orders.

## General Information

**Lobby and Dumpster Hours:** Open Tuesday-Thursday 10am-3pm.

**Business Hours:** Open Monday-Thursday 8am-5:30pm; Closed alternate Fridays and business hours are 8am-4:30pm.

We have a payment drop box by our main front door for submission of amounts payable.



## Q&A

**Q:** Are tenants responsible for cleaning their freezer and refrigerator seals?

**A:** Yes, tenants are responsible. A seal is the rubber strip that fits along the freezer and refrigerator edges of the door when it shuts. The seal can become sticky and damaged if not cleaned regularly. To properly clean the door seals, use a soft cloth with mild soapy water, then dry. If the seals become damaged due to poor upkeep, tenants may be charged for replacements.

**Volunteer Opportunity:** Are you a **Public Housing** resident who is interested in serving on our Board of Commissioners? Please contact Heather at 707-443-4583 ext. 219 or [heatherh@eurekaumboldtha.org](mailto:heatherh@eurekaumboldtha.org) with questions and to obtain an application for tenant commissioner.

Visit us at [www.eurekaumboldtha.org](http://www.eurekaumboldtha.org)



## WINTER IS UN-BRR-LIEVABLY HERE

The winter season is officially here and while it may not feel like winter in some areas yet, Humboldt County weather is snow joke! Prepare in advance by taking these precautions for freezing temperatures.

- 1. Test Your Heat**  
Begin turning your heaters on to make sure they work properly.
- 2. Check Smoke Detectors**  
Press the test button on all detectors to ensure they are working and replace batteries as needed.
- 3. Be careful with Candles and Space Heaters**  
Keep candles and space heaters away from objects and never leave them unattended or use while sleeping.
- 4. Prepare an Emergency Kit**  
Includes items such as flashlight with batteries, First Aid kit, bottled water, non-perishable foods, portable charger, matches, lantern, cooler for ice, warm clothing, and extra blankets.

**If your heaters and smoke detectors are not working put in a work order for maintenance to test.**

## WHO TO CONTACT

Call our main line at 707.443-4583; then:

Work orders request.....	x218
<b>For emergency work orders ONLY contact 707-444-1424</b>	
Paperwork, certification, rent, income calculation questions.....	x214
Accounting for charges, account balance, questions, and payments.....	x221
Questions, complaints, or concerns about the neighborhood.....	x211
All other questions regarding Housing Authority services.....	x210

**In case of an emergency, please call 911 or the Eureka Police Department at 707-441-4060.**



**Occupancy and Leasing Report  
April 2023 - November 2023**

**HOUSING AUTHORITY OF THE CITY OF EUREKA  
HOUSING AUTHORITY OF THE COUNTY OF HUMBOLDT**

Program	Total Units Available	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Wait List End of Month
<b>Eureka</b>										
Public Housing	195	183	185	185	186	188	186	189	186	699 *
Eureka Family Housing	51	49	49	48	48	46	46	46	47	700
Eureka Senior Housing	22	21	21	21	21	21	21	21	21	243
<b>Total City units</b>	<b>268</b>	<b>253</b>	<b>255</b>	<b>254</b>	<b>255</b>	<b>255</b>	<b>253</b>	<b>256</b>	<b>254</b>	

<b>Humboldt</b>										
<u>Tenant Based Vouchers</u>										
Housing Choice Vouchers	1234	783	775	780	790	785	784	767	764	1270
VASH Vouchers	95	61	62	61	60	62	62	77	75	N/A
Mainstream vouchers	75	50	50	51	52	53	50	51	50	N/A ***
Emergency Housing Vouchers (EHV)	182	108	111	114	127	127	137	135	141	N/A ‡
<b>Total All Vouchers</b>	<b>1586</b>	<b>1002</b>	<b>998</b>	<b>1006</b>	<b>1029</b>	<b>1027</b>	<b>1033</b>	<b>1030</b>	<b>1030</b>	

<u>Project Based Vouchers (note that these are a subset of HCV &amp; VASH voucher counts shown above)</u>											
PBV-VASH - Bayview Heights (Eureka)	22	22	22	22	22	22	22	22	22	N/A **	
PBV-HCV - Bayview Heights (Eureka)	3	3	3	3	3	3	3	3	3	0 **	
PBV-HCV - Sorrell Place (Arcata)	5	5	5	5	5	5	5	5	5	15 **	
PBV-HCV - Providence (Eureka)	42	(Projects not yet completed)									+
PBV-HCV - 7th & Myrtle Senior (Eureka)	35										
<b>Total PBVs</b>	<b>107</b>	<b>30</b>	<b>30</b>	<b>30</b>	<b>30</b>	<b>30</b>	<b>30</b>	<b>30</b>	<b>30</b>		

Vouchers issued but not under contract, end of month (aka "Searching")	64
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\*Total PH units is 198; 3 units are exempted for EPD use, Boys & Girls Club, and Maintenance use 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 EHV's; all are issued based on referral from HHC or HDVS. Referrals began Q4 2021.

+ HUD-approved PBVs; projects expected to complete construction in 2023.

**COUNTY OF HUMBOLDT HOUSING AUTHORITY**  
**All Voucher Programs**  
**For the month of November 2023**

	January	February	March	April	May	June	July	August	September	October	November	Total
<b>Traditional HCV &amp; VASH (Includes PBVs)</b>												
HAP income (budget authority)	\$ 554,989	\$ 561,152	\$ 561,152	\$ 561,152	\$ 561,152	\$ 513,444	\$ 513,444	\$ 513,444	\$ 513,444	\$ 528,590	\$ 528,590	\$ 5,910,549
HAP expenses	(526,451)	(537,222)	(542,783)	(543,583)	(543,351)	(545,994)	(553,858)	(554,820)	(555,264)	(552,024)	(557,138)	(6,012,488)
Surplus (Deficit)	28,538	23,930	18,369	17,569	17,801	(32,551)	(40,415)	(41,377)	(41,821)	(23,434)	(28,548)	(101,940)
* % Total income utilized	94.86%	95.74%	96.73%	96.87%	96.83%	106.34%	107.87%	108.06%	108.15%	104.43%	105.40%	101.72%
Administrative/Other Income	75,927	91,889	76,230	75,898	75,742	76,587	76,007	107,199	136,664	74,797	82,855	949,795
Operating expenses	(57,389)	(65,305)	(70,107)	(62,912)	(60,073)	(59,020)	(59,984)	(61,826)	(69,929)	(58,863)	(67,720)	(693,129)
Surplus (Deficit)	18,538	26,584	6,123	12,986	15,669	17,567	16,023	45,373	66,734	15,934	15,135	256,666
<b>B</b> Remaining HAP Cash	15,197	2,741	29,886	(3,180)	93,597	18,802	17,902	21,091	86,035	27,653	45,965	
Remaining Non-HAP Cash	546,993	597,179	567,907	610,780	469,621	556,625	577,095	623,326	630,324	690,165	699,965	
Total HCV Cash	562,189	599,919	597,793	607,600	563,218	575,427	594,997	644,416	716,359	717,818	745,930	
Cash Increase/(Decrease)	14,569	37,730	(2,126)	9,806	(44,381)	12,209	19,570	49,420	71,942	1,459	28,112	
# of Households Assisted	843	844	844	844	838	841	849	847	846	844	839	9,279
Average HAP Payment	\$ 624	\$ 637	\$ 643	\$ 644	\$ 648	\$ 649	\$ 652	\$ 655	\$ 656	\$ 654	\$ 664	\$ 648
<b>Mainstream (disabled &amp; non-elderly)</b>												
HAP income (budget authority)	\$ 23,639	\$ 23,639	\$ 24,287	\$ 24,287	\$ 23,833	\$ 23,833	\$ 23,833	\$ 23,833	\$ 23,833	\$ 23,546	\$ 23,546	\$ 262,109
HAP expenses	(29,831)	(30,983)	(32,401)	(33,608)	(33,704)	(34,267)	(34,480)	(35,043)	(33,614)	(33,811)	(34,270)	(366,012)
Surplus (Deficit)	(6,192)	(7,344)	(8,114)	(9,321)	(9,871)	(10,434)	(10,647)	(11,210)	(9,781)	(10,265)	(10,724)	(103,903)
<b>A</b> % Total income utilized	126.19%	131.07%	133.41%	138.38%	141.42%	143.78%	144.67%	147.04%	141.04%	143.60%	145.54%	139.64%
Administrative/Other Income	2,768	2,768	9,761	2,811	2,949	7,175	2,949	8,636	10,467	2,949	4,789	58,022
Operating expenses	(2,659)	(3,434)	(3,623)	(3,001)	(4,218)	(3,640)	(3,170)	(3,570)	(4,020)	(3,547)	(3,828)	(38,709)
Surplus (Deficit)	109	(666)	6,138	(190)	(1,269)	3,535	(221)	5,066	6,447	(598)	961	19,313
<b>B</b> Remaining HAP Cash	(1,723)	122	5,938	(1,852)	5,074	2,916	2,495	(2,476)	5,784	(1,532)	2,659	
Remaining Non-HAP Cash	42,711	42,545	41,764	48,416	42,822	53,790	53,358	58,187	57,129	63,789	60,559	
Total MSV Cash	40,988	42,667	47,702	46,564	47,896	56,706	55,853	55,711	62,913	62,257	63,218	
Cash Increase/(Decrease)	(1,906)	1,679	5,035	(1,138)	1,332	8,810	(853)	(142)	7,203	(656)	961	
# of Households Assisted	43	45	48	50	50	51	52	53	50	51	50	543
Average HAP Payment	\$ 694	\$ 689	\$ 675	\$ 672	\$ 674	\$ 672	\$ 663	\$ 661	\$ 672	\$ 663	\$ 685	\$ 674
<b>Emergency Housing Vouchers (EHVs)</b>												
HAP income (budget authority)	\$ 37,098	\$ 37,098	\$ 37,098	\$ 37,098	\$ 55,647	\$ 55,647	\$ 55,647	\$ 55,647	\$ 55,647	\$ 55,647	\$ 55,647	\$ 537,920.13
HAP expenses	(76,264)	(82,314)	(86,565)	(88,899)	(90,776)	(99,809)	(101,882)	(102,098)	(109,125)	(109,681)	(117,447)	(1,064,860)
Surplus (Deficit)	(39,166)	(45,216)	(49,467)	(51,801)	(35,129)	(44,162)	(46,235)	(46,451)	(53,478)	(54,034)	(61,800)	(526,940)
<b>A</b> % Total income utilized	205.57%	221.88%	233.34%	239.63%	163.13%	179.36%	183.09%	183.47%	196.10%	197.10%	N/A	197.96%
Administrative/Other Income	11,884	27,313	25,144	20,721	37,745	35,438	72,519	37,667	43,275	30,333	58,780	400,820
Operating expenses	(16,160)	(37,880)	(27,311)	(21,459)	(31,262)	(32,921)	(64,475)	(32,622)	(41,481)	(25,330)	(54,428)	(385,329)
Surplus (Deficit)	(4,276)	(10,566)	(6,167)	(738)	6,483	2,517	8,044	5,045	1,794	5,003	4,352	15,490
<b>B</b> Remaining HAP Cash	27,743	-	1,538	1,177	14,662	3,259	1,639	80	(9,160)	(6,181)	(3,036)	
Remaining Non-HAP Cash	149,958	114,694	96,854	82,378	51,376	50,163	162,206	142,969	275,805	264,761	227,396	
Total EHV Cash	177,701	114,694	98,391	83,555	66,037	53,422	163,845	143,049	266,645	258,581	224,361	
<b>C</b> Cash Increase/(Decrease)	(107,282)	(63,007)	(16,303)	(14,836)	(17,518)	(12,615)	110,422	(20,796)	123,597	(8,065)	(34,220)	
# of Households Assisted	86	100	102	108	111	114	127	127	137	135	141	1,288
Average HAP Payment	\$ 887	\$ 823	\$ 849	\$ 823	\$ 818	\$ 876	\$ 802	\$ 804	\$ 797	\$ 812	\$ 833	\$ 827

**COUNTY OF HUMBOLDT HOUSING AUTHORITY**  
**All Voucher Programs**  
**For the month of November 2023**

	January	February	March	April	May	June	July	August	September	October	November	Total
<b>Total All Voucher Programs</b>												
HAP income (budget authority)	\$ 615,726	\$ 621,889	\$ 622,537	\$ 622,537	\$ 640,631	\$ 592,923	\$ 592,923	\$ 592,923	\$ 592,923	\$ 607,783	\$ 607,783	\$ 6,710,578
HAP expenses	(632,546)	(650,519)	(661,749)	(666,090)	(667,831)	(680,070)	(690,220)	(691,961)	(698,003)	(695,516)	(708,855)	(7,443,360)
Surplus (Deficit)	<u>(16,821)</u>	<u>(28,631)</u>	<u>(39,213)</u>	<u>(43,554)</u>	<u>(27,200)</u>	<u>(87,147)</u>	<u>(97,297)</u>	<u>(99,038)</u>	<u>(105,080)</u>	<u>(87,733)</u>	<u>(101,072.13)</u>	<u>(732,782)</u>
<b>A % Total income utilized</b>	102.73%	104.60%	106.30%	107.00%	104.25%	114.70%	116.41%	116.70%	117.72%	114.43%	116.63%	110.92%
Administrative/Other Income	90,579	121,971	111,134	99,430	116,436	119,200	151,475	153,502	190,405	108,079	146,424	1,408,636
Operating expenses	(76,208)	(106,619)	(101,040)	(87,372)	(95,553)	(95,581)	(127,629)	(98,018)	(115,430)	(87,740)	(125,976)	(1,117,167)
Surplus (Deficit)	<u>14,371</u>	<u>15,352</u>	<u>10,094</u>	<u>12,058</u>	<u>20,884</u>	<u>23,619</u>	<u>23,846</u>	<u>55,484</u>	<u>74,975</u>	<u>20,340</u>	<u>20,448</u>	<u>291,469</u>
Remaining HAP Cash	41,217	2,863	37,362	(3,855)	113,332	24,977	22,035	18,694	82,659	19,940	45,589	
Remaining Non-HAP Cash	739,662	754,418	706,525	741,574	563,819	660,578	792,659	824,481	963,258	1,018,715	987,920	
Total Program Cash	<u>780,878</u>	<u>757,280</u>	<u>743,886</u>	<u>737,719</u>	<u>677,151</u>	<u>685,555</u>	<u>814,694</u>	<u>843,175</u>	<u>1,045,917</u>	<u>1,038,656</u>	<u>1,033,509</u>	
Cash Increase/(Decrease)	(94,619)	(23,598)	(13,394)	(6,168)	(60,568)	8,404	129,139	28,481	202,742	(7,262)	(5,147)	
# of Households Assisted	972	989	994	1,002	999	1,006	1,028	1,027	1,033	1,030	1,030	11,110
Average HAP Payment	\$ 651	\$ 658	\$ 666	\$ 665	\$ 668	\$ 676	\$ 671	\$ 674	\$ 676	\$ 675	\$ 688	\$ 670

**Notes**

\* Larger increase than expected to HCV budget authority for 2023. Expecting award to get reduced after federal budget finalization, or for excess funds to be placed in reserves.

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

**B** HAP cash on hand is minimal, but sufficient HAP reserves are held with HUD. HUD held reserve requests submitted as necessary. Restrictd cash position may go "negative" while waiting for HUD held reserve deposits and is temporarily funded with excess unrestricted funds.

HUD Held Reserves as of 10/19/2023

HCV - \$2,942,273

MSV - \$208,112

EHV - \$617,508

*\*Additional \$2,142,682 awarded to reserves to support voucher growth.*

**C** Cash decrease due to timing of HUD stopping EHV HAP and Admin Fee disbursements; expecting cash to continue to decrease as initial program funding is utilized per HUD program mandate. Once initial program funding gets below a certain level, HUD will initiate monthly funding again. Second installment of EHV Services Fees received in July of 2023 for \$159,250. Third and final installment of EHV Services Fees received in September of 2023 for \$159,250.

# Housing Authority of the City of Eureka

Board of Commissioners Meeting

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January 16, 2024

Agenda Item 8a

## Memorandum

To: Commissioners

From: Cheryl Churchill, Executive Director

Subject: Updated Smoke-Free Housing policy

### BACKGROUND AND HISTORY:

The Board of Commissioners asked that we review the smoke-free housing lease attachment and policy associated with our leases. The Community Liaison researched other California public housing authority policies and public policy for suggested updates. Also taken into consideration were the many conversations the Community Liaison has had with tenants over the years regarding smoking complaints or questions. Based on firsthand experience and the research done, the updated draft policy was created and sent to tenants for comment. No comments were received that necessitated changes to the draft policy. Next steps after the updated policy is adopted are to send the final policy version out to PH tenants and request their acknowledgement via a signature sheet. Our ESH and EFH properties will go through a similar process to update the smoke-free policy/lease attachment.

### Impact to Personnel:

N/A

### Fiscal Impact:

N/A

### Alternatives:

Commissioners and tenants have asked for clearer policy around smoke-free housing. This is the first update that has been done since smoke-free housing was required beginning in 2016; as such, an update should be done to capture any changes/concerns that have arisen. No alternatives are recommended.

### STAFF RECOMMENDATION:

Staff recommend that the Board approve the updated Smoke-Free Housing lease attachment.



# 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

## LEASE ATTACHMENT H SMOKE-FREE HOUSING

1. Purpose of smoke Free Housing: The parties desire to mitigate (1) the irritation and known health effects caused by secondhand smoke; (2) the maintenance, cleaning and costs attributed to smoking, and (3) the increased risk of fire from smoking. Adopting a smoke free policy is the best way to protect all Residents from exposure to secondhand smoke, which according to the CDC, there is no safe level of exposure to secondhand smoke, and even brief exposure can cause serious health problems.
2. Smoke: The gases, particles or vapors released into the air as a result of combustion, electrical ignition, or vaporization, when the apparent or usual purpose of the combustion, electrical ignition, or vaporization is human inhalation of the byproducts except when the combusting or vaporizing material contains no tobacco or nicotine and the purpose of inhalation is solely olfactory, such as, for example, smoke from incense. The term SMOKE includes, but is not limited to tobacco smoke, electronic cigarette vapors, marijuana smoke, crack cocaine smoke, and any other item producing "smoke" intended for inhalation.
3. Smoke -Free Complex: Resident agrees and acknowledges that the premises to be occupied by Resident and members of the Resident's household have been designated as a smoke-free environment. Resident and members of Resident's household shall not smoke anywhere in the unit rented by the resident, in the building where the Resident's dwelling is located, or in any common areas, or within 30 feet from any entrance, opening or exit of any enclosed area, including windows and ventilation ducts, nor shall Resident permit any guests or visitors under the control of resident do so.
  - NO SMOKING IS PERMITTED WITHIN 30 FEET OF ANY HOUSING AUTHORITY PROPERTY.
  - Smoke-free areas include parks, picnic areas, playgrounds, fields, and any shared outdoor space such as walking paths and gardens.
  - No person shall dispose of smoking waste or tobacco waste within the boundaries of an area in which smoking is prohibited. This includes tenant's front and back of units, any porch or balcony, and any other space on the rental property.
  - No person shall place or cause to be placed an ashtray, tobacco ash collector or receptacle in any area designated a smoke free area.
  - A smoking violation will be enforced similar to any other lease violation: it will start with a verbal warning, then a written warning, and will eventually lead to eviction if tenant remains committed to not observing the lease. The response time for complaints regarding smoking will be done in a consistent and timely manner.
  - Residents will be held responsible for any smoking violations that occur from family members/friends/visitors to unit. \*Remind your family/friends/guests we are a SMOKE FREE PROPERTY.\*



The Housing Authorities are Equal Housing Opportunity Organizations





# 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

## LEASE ATTACHMENT H (continued)

4. The Housing Authority is Not a Guarantor of a Smoke Free Environment: Resident acknowledges that the Housing Authority's adoption of a smoke free living environment, and the efforts to designate the rental complex as smoke free, do not make the Housing Authority the guarantor of Residents' health or the smoke-free condition of the residential unit and/or the common areas.
5. The Housing Authority shall take reasonable steps to enforce the smoke free terms of its lease/House Rules and to make the complex smoke free with the support of the Community Liaison and Housing Authority staff.
6. Effect of Breach and Right to Terminate Lease: A breach of the Smoke Free Addendum shall give each party all the rights contained herein, as well as the rights provided for in its Lease. A material breach of this Addendum by the Resident shall be a material breach of the LEASE and grounds for immediate termination of the Lease by the Housing Authority.

The Housing Authority acknowledges that in declaring this unit to be smoke-free, the failure to respond by the Housing Authority to a complaint filed by a Resident shall be treated as equivalent to a failure to respond to a request for maintenance.

7. **DISCLAIMER** by Housing Authority: Resident acknowledges that the Housing Authority's adoption of a smoke free living environment, and the efforts to designate the rental unit as smoke-free, does not in any way change the standard of care that the Housing Authority would have to a resident household to render buildings and premises designated as smoke-free any safer, more habitable, or improved in terms of air quality standards than any other rental premises. The Housing Authority cannot and does not warranty or promise that the rental premises or common areas will be free from second-hand smoke. Resident acknowledges that the Housing Authority's ability to police, monitor, or enforce the agreement of this Smoke Free Addendum is dependent in significant part on voluntary compliance by Resident and resident's guests. Residents with respiratory ailments, allergies, or any other physical or mental condition relating to smoke are put on notice that the Housing Authority does not assume any higher duty of care to enforce this Lease Addendum than any other Housing Authority obligation under the Lease; however, the Community Liaison will have an expectation that all Residents will abide by the agreements of their Lease and will be communicating with residents frequently and using every opportunity to answer questions and encourage Residents to have a full and complete understanding of their lease and agreements.



The Housing Authorities are Equal Housing Opportunity Organizations





**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

**LEASE ATTACHMENT H  
SMOKE-FREE HOUSING  
Acknowledgement**

If you have any questions or concerns about the ability to abide by the smoking policy, please contact the Community Liaison:

Ty Leschke, Community Liaison  
(707) 443-4583 ex 211  
(707) 599-0945

**Tenant Acknowledgement:**

Head of Household: \_\_\_\_\_

Other Adult: \_\_\_\_\_

Other Adult: \_\_\_\_\_

Other Adult: \_\_\_\_\_

**Resources for Smoking Cessation:**

**Community Wellness Center**

908 Seventh St. Eureka,  
CA 95501  
(707) 268-2132  
Open 8:30am-5:00pm; closed noon to 1:00pm

**Kick It California**

(800) 300-8066

Kick It California is a telephone, text, app, and chat-based tobacco cessation program. Services are free, evidence-based, and are offered in many languages. It is funded by the California Department of Public Health, California Tobacco Control Program.

**Tobacco-Free Humboldt**

Tobacco-Free Humboldt works to create a healthier Humboldt County by preventing and reducing nicotine exposure.

Email: [TobaccoFreeHumboldt@co.humboldt.ca.us](mailto:TobaccoFreeHumboldt@co.humboldt.ca.us)



The Housing Authorities are Equal Housing Opportunity Organizations



**RESOLUTION 1993**

**UPDATE TO PUBLIC HOUSING LEASE AGREEMENT  
ATTACHMENT H – SMOKE FREE HOUSING**

WHEREAS, The Housing Authority of the City of Eureka updates the Public Housing Conventional Housing Lease Agreement and attachments as needed; and

WHEREAS, The Housing Authority of the City of Eureka has reviewed and updated the Conventional Housing Lease Agreement Attachment H for Smoke Free Housing; and

WHEREAS, The updated Lease Attachment H has been provided to all Public Housing tenants, and the tenant body given thirty (30) days to review and comment on the policies; and

WHEREAS, No comments requesting or requiring substantive changes have been received from the tenant body; therefore

BE IT RESOLVED, That the Board of Commissioners approve and adopt the updated and revised Conventional Properties Dwelling Lease Attachment H, Smoke Fee Housing, to be effective February 1, 2024.

PASSED AND ADOPTED on the \_\_\_\_\_ day of \_\_\_\_\_ 2024 by the following vote:

AYES:  
NAYS:  
ABSENT:  
ABSTAIN:

\_\_\_\_\_  
Name

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature



# Housing Authority of the City of Eureka

## Board of Commissioners Meeting

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January 16, 2024

Agenda Item 8b

## Memorandum

To: Commissioners

From: Cheryl Churchill, Executive Director

Subject: PH 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 Eureka, California. This survey is then used to determine the utility allowance granted each public housing 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 2024 fiscal year. Attached are comparison sheets showing the proposed 2024 utility allowances and the current 2023 utility allowances, by building types and bedroom sizes.

Under HUD's regulations, if the utility survey indicates a change (increase OR decrease) in the utility allowance of at least 10%, the Housing Authority must adopt the new utility allowances. The study shows an increase in the utility allowances for electric, and a decrease in the utility allowance for gas. Additionally, allowance schedules have been provided for tenants who have approved reasonable accommodations for medical equipment allowances.

Note that 2023 did see a significant drop in gas prices in California when annualized. As such, the study reflects a decrease in the utility allowance for gas utilities, as this is based on prior year actual costs. During our 30-day comment period, we did not receive any comments about PG&E's announced increases in 2024. Nelrod has committed to providing a mid-year review of the current study to determine whether a rate adjustment would be necessary.

STAFF RECOMMENDATION: Staff recommend that the Board accept and approve the proposed 2024 PH Utility Allowances.

PROPOSED ALLOWANCES - EFFECTIVE 05/01/2024



**CITY OF EUREKA HOUSING AUTHORITY, CA**  
**PUBLIC HOUSING**

**PROPOSED MONTHLY UTILITY ALLOWANCES**  
**Chart 1**

**REVISED 08/15/2023**  
**UPDATE 2023**

**Building Type: Row House/Townhouse**

<b>CA-25-1</b> <b>(EE Equip: Win,Ins)</b>	0BR	1BR	2BR	3BR	4BR	5BR
Electricity (L&A)			\$63.00	\$79.00	\$94.00	
Natural Gas (H,WH,C)			\$42.00	\$49.00	\$54.00	
<b>Totals</b>			<b>\$105.00</b>	<b>\$128.00</b>	<b>\$148.00</b>	

**Building Type: Semi-Detached/Duplex**

<b>CA-25-1</b> <b>(EE Equip: Win,Ins)</b>	0BR	1BR	2BR	3BR	4BR	5BR
Electricity (L&A)		\$50.00	\$63.00			
Natural Gas (H,WH,C)		\$35.00	\$44.00			
<b>Totals</b>		<b>\$85.00</b>	<b>\$107.00</b>			

**Building Type: Row House/Townhouse**

<b>CA-25-2</b> <b>(EE Equip: Win,Ins)</b>	0BR	1BR	2BR	3BR	4BR	5BR
Electricity (L&A,C)		\$65.00				
Natural Gas (H,WH)		\$24.00				
<b>Totals</b>		<b>\$89.00</b>				

A monthly average cost of the summer and winter adjustments were used for the electric and natural gas costs.

L&A= Lights & Appliances

EE Equip= Energy Efficient Equipment

H= Space Heating

Win= Windows

WH= Water Heating

Ins= Insulation

C= Cooking

**Note: Public Housing utility allowances are calculated similar to method of utility providers. These allowances are not calculated by end use (like Section 8), but by total usage for each utility type.**

PROPOSED ALLOWANCES - EFFECTIVE 05/01/2024

**CITY OF EUREKA HOUSING AUTHORITY, CA**

**PUBLIC HOUSING**

**Building Type: Semi-Detached/Duplex**

<b>CA-25-2</b> <b>(EE Equip: Win,Ins)</b>	0BR	1BR	2BR	3BR	4BR	5BR
Electricity (L&A,C)			\$81.00	\$100.00	\$120.00	
Natural Gas (H,WH)			\$32.00	\$39.00	\$45.00	
<b>Totals</b>			<b>\$113.00</b>	<b>\$139.00</b>	<b>\$165.00</b>	

**Building Type: Apartment/Multi-Family**

<b>CA-25-4 &amp; 5</b> <b>(EE Equip: Win,Ins)</b>	0BR	1BR	2BR	3BR	4BR	5BR
Electricity (L&A)			\$63.00	\$79.00		
Natural Gas (H,WH,C)			\$27.00	\$31.00		
<b>Totals</b>			<b>\$90.00</b>	<b>\$110.00</b>		

**CITY OF EUREKA HOUSING AUTHORITY, CA**  
**PUBLIC HOUSING**

**COMPARISON OF CURRENT AND PROPOSED UTILITY ALLOWANCES**

**Chart 2**

**REVISED 08/15/2023**

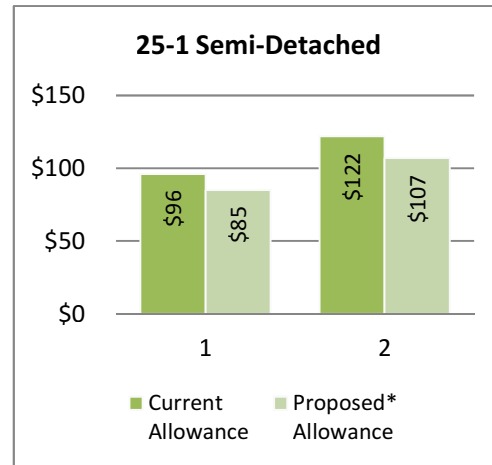
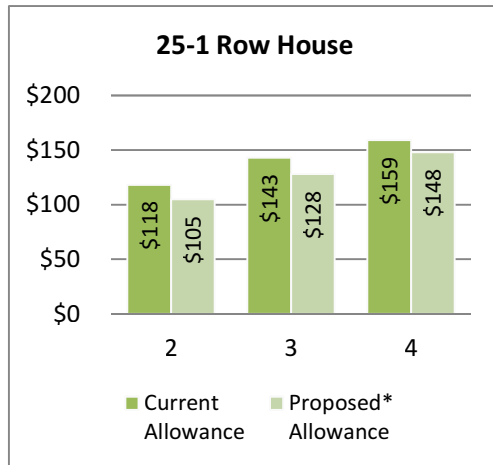
**UPDATE 2023**

Development	Bedroom Size	Current Allowance	Proposed* Allowance	Difference**
<b>CA-25-1 (Row House)</b>	2	\$118.00	<b>\$105.00</b>	<b>-\$13.00</b>
	3	\$143.00	<b>\$128.00</b>	<b>-\$15.00</b>
	4	\$159.00	<b>\$148.00</b>	<b>-\$11.00</b>
<b>CA-25-1 (Semi-Detached)</b>	1	\$96.00	<b>\$85.00</b>	<b>-\$11.00</b>
	2	\$122.00	<b>\$107.00</b>	<b>-\$15.00</b>
<b>CA-25-2 (Row House)</b>	1	\$96.00	<b>\$89.00</b>	<b>-\$7.00</b>
<b>CA-25-2 (Semi-Detached)</b>	2	\$122.00	<b>\$113.00</b>	<b>-\$9.00</b>
	3	\$150.00	<b>\$139.00</b>	<b>-\$11.00</b>
	4	\$176.00	<b>\$165.00</b>	<b>-\$11.00</b>
<b>CA-25-4 &amp; 5</b>	2	\$99.00	<b>\$90.00</b>	<b>-\$9.00</b>
	3	\$119.00	<b>\$110.00</b>	<b>-\$9.00</b>

\*Proposed allowances include the average for electric and natural gas summer and winter months.

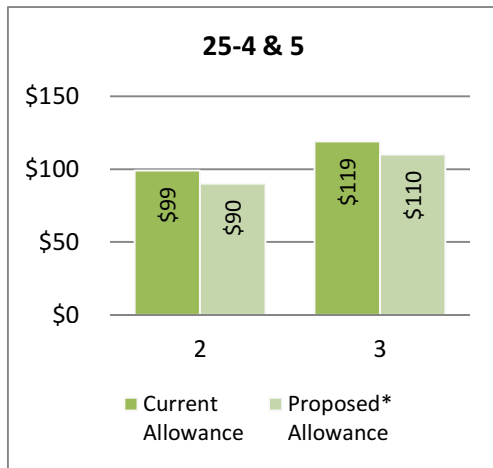
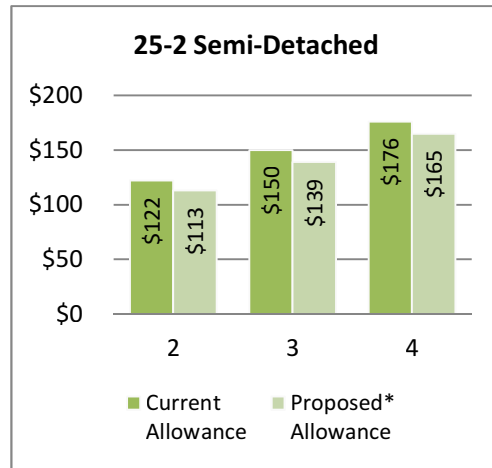
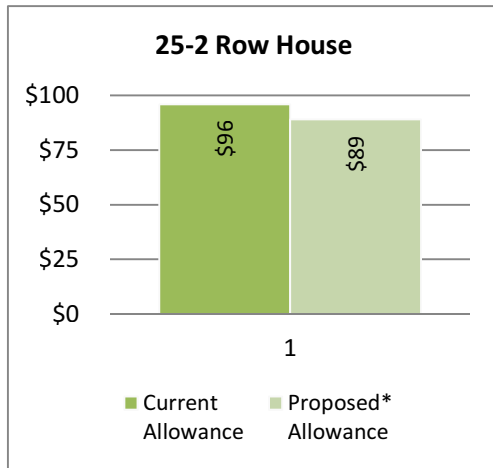
\*Proposed allowances were rounded to the nearest dollar.

\*\*After rounding



# CITY OF EUREKA HOUSING AUTHORITY, CA

## PUBLIC HOUSING



**Individual Relief  
Medical Equipment Allowances**

**Electric Provider: Pacific Gas & Electric (PG&E)**

Item	Hours per Day	Wattage	Monthly kWh	Energy Charge	Utility Allowance
Oxygen Concentrator	18	400	223	0.33406	\$74.00
Nebulizer	2	75	5	0.33406	\$2.00
Electric Hospital Bed	0.2	200	1	0.33406	\$1.00
Alternating Pressure Pad	24	70	52	0.33406	\$17.00
Low Air-Loss Mattress	24	120	89	0.33406	\$30.00
Power Wheelchair/Scooter	3	360	33	0.33406	\$11.00
Feeding Tube Pump	24	120	89	0.33406	\$30.00
CPAP Machine	10	30	9	0.33406	\$3.00
Leg Compression Pump	24	30	22	0.33406	\$7.00
Dialysis Machine/Equipment	2	710	44	0.33406	\$15.00

**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**

Used for Sleep Apnea. Machines run 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.

CURRENT ALLOWANCES - EFFECTIVE 01/01/2023



**CITY OF EUREKA HOUSING AUTHORITY, CA**  
**PUBLIC HOUSING**

**MONTHLY UTILITY ALLOWANCES Chart 1**

**UPDATE 2022**

**Building Type: Row House/Townhouse**

<b>CA-25-1</b> <b>(EE Equip: Win,Ins)</b>	OBR	1BR	2BR	3BR	4BR	5BR
Electricity (L&A)			\$59.00	\$74.00	\$83.00	
Natural Gas (H,WH,C)			\$59.00	\$69.00	\$76.00	
<b>Totals</b>			<b>\$118.00</b>	<b>\$143.00</b>	<b>\$159.00</b>	

**Building Type: Semi-Detached/Duplex**

<b>CA-25-1</b> <b>(EE Equip: Win,Ins)</b>	OBR	1BR	2BR	3BR	4BR	5BR
Electricity (L&A)		\$46.00	\$59.00			
Natural Gas (H,WH,C)		\$50.00	\$63.00			
<b>Totals</b>		<b>\$96.00</b>	<b>\$122.00</b>			

**Building Type: Row House/Townhouse**

<b>CA-25-2</b> <b>(EE Equip: Win,Ins)</b>	OBR	1BR	2BR	3BR	4BR	5BR
Electricity (L&A,C)		\$61.00				
Natural Gas (H,WH)		\$35.00				
<b>Totals</b>		<b>\$96.00</b>				

A monthly average cost of the summer and winter adjustments were used for the electric and natural gas costs.

L&A= Lights & Appliances

EE Equip= Energy Efficient Equipment

H= Space Heating

Win= Windows

WH= Water Heating

Ins= Insulation

C= Cooking

**Note: Public Housing utility allowances are calculated similar to method of utility providers. These allowances are not calculated by end use (like Section 8), but by total usage for each utility type.**

CURRENT ALLOWANCES - EFFECTIVE 01/01/2023

**CITY OF EUREKA HOUSING AUTHORITY, CA**

**PUBLIC HOUSING**

**Building Type: Semi-Detached/Duplex**

<b>CA-25-2</b> <b>(EE Equip: Win,Ins)</b>	0BR	1BR	2BR	3BR	4BR	5BR
Electricity (L&A,C)			\$76.00	\$94.00	\$112.00	
Natural Gas (H,WH)			\$46.00	\$56.00	\$64.00	
<b>Totals</b>			<b>\$122.00</b>	<b>\$150.00</b>	<b>\$176.00</b>	

**Building Type: Apartment/Multi-Family**

<b>CA-25-4 &amp; 5</b> <b>(EE Equip: Win,Ins)</b>	0BR	1BR	2BR	3BR	4BR	5BR
Electricity (L&A)			\$59.00	\$74.00		
Natural Gas (H,WH,C)			\$40.00	\$45.00		
<b>Totals</b>			<b>\$99.00</b>	<b>\$119.00</b>		



**CITY OF EUREKA HOUSING AUTHORITY, CA**  
**PUBLIC HOUSING**

**COMPARISON OF CURRENT AND PROPOSED UTILITY ALLOWANCES**  
**Chart 2**

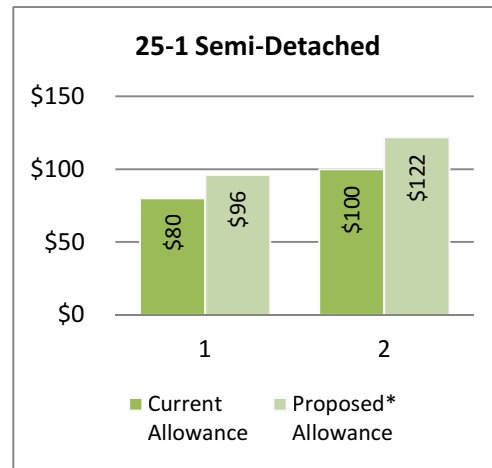
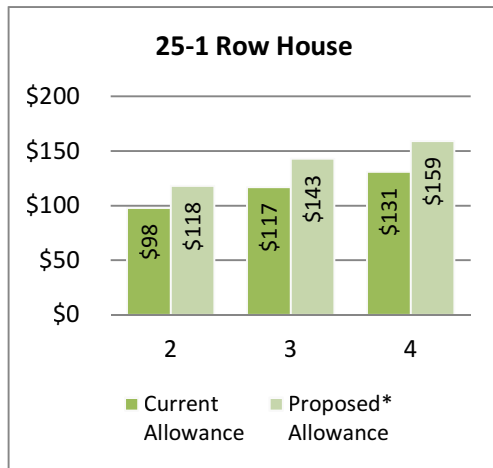
**UPDATE 2022**

Development	Bedroom Size	Current Allowance	Proposed* Allowance	Difference**
<b>CA-25-1 (Row House)</b>	2	\$98.00	<b>\$118.00</b>	<b>\$20.00</b>
	3	\$117.00	<b>\$143.00</b>	<b>\$26.00</b>
	4	\$131.00	<b>\$159.00</b>	<b>\$28.00</b>
<b>CA-25-1 (Semi-Detached)</b>	1	\$80.00	<b>\$96.00</b>	<b>\$16.00</b>
	2	\$100.00	<b>\$122.00</b>	<b>\$22.00</b>
<b>CA-25-2 (Row House)</b>	1	\$81.00	<b>\$96.00</b>	<b>\$15.00</b>
<b>CA-25-2 (Semi-Detached)</b>	2	\$101.00	<b>\$122.00</b>	<b>\$21.00</b>
	3	\$124.00	<b>\$150.00</b>	<b>\$26.00</b>
	4	\$144.00	<b>\$176.00</b>	<b>\$32.00</b>
<b>CA-25-4 &amp; 5</b>	2	\$83.00	<b>\$99.00</b>	<b>\$16.00</b>
	3	\$99.00	<b>\$119.00</b>	<b>\$20.00</b>

\*Proposed allowances include the average for electric and natural gas summer and winter months.

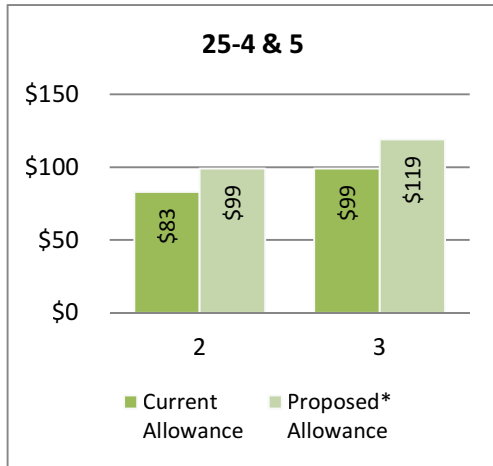
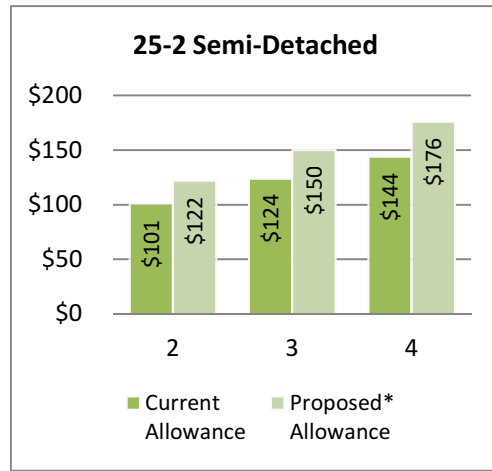
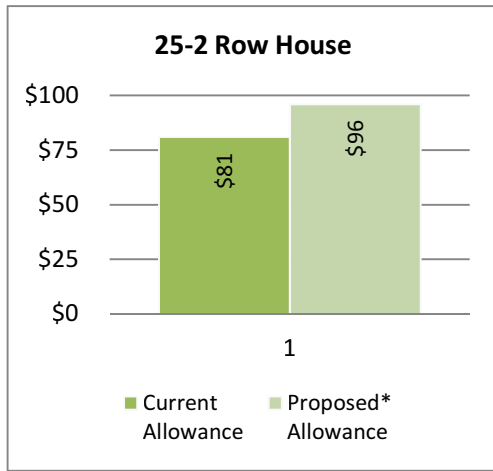
\*Proposed allowances were rounded to the nearest dollar.

\*\*After rounding



# CITY OF EUREKA HOUSING AUTHORITY, CA

## PUBLIC HOUSING



**Individual Relief  
Medical Equipment Allowances**

**Electric Provider: Pacific Gas & Electric (PG&E)**

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**

Used for Sleep Apnea. Machines run 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.

**RESOLUTION 1994**

**ADOPT UPDATED UTILITY SCHEDULE  
PUBLIC HOUSING – CITY OF EUREKA**

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 Public Housing allowances for resident furnished utilities; and

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

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

NOW, THEREFORE, BE IT RESOLVED, that the Commissioners of the Housing Authority of the City of Eureka approve and adopt the June 2023 updated schedule for Public Housing Utility Allowances for Resident Furnished Utilities and Other Services, effective May 01, 2024

PASSED AND ADOPTED on the \_\_\_\_\_ day of \_\_\_\_\_ 2024 by the following vote:

AYES:  
NAYS:  
ABSENT:  
ABSTAIN:

\_\_\_\_\_  
Name

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

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Signature

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