



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
Monday, May 20, 2024
7:30pm

LOCATION

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

All or portions of this meeting may be conducted by teleconferencing in accordance with Government Code Section 54953(b). Teleconference locations are as follows: 735 W. Everding St., Eureka CA. 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 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, April 15, 2024

4. Bills and Communications: None



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 1997, Write-off Uncollectible Debt

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://eurekahumboldt.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, April 15, 2024

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

1. Roll Call:

Present: Chairperson Serotta, Vice Chairperson Konkler, Commissioner Escarda,
Commissioner Pittman
Absent: Commissioner Byers, Commissioner Raymond
Staff: Churchill, Humphreys
Public: None

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

3. Approve minutes of the board of commissioners meeting, held March 18, 2024.

Motion to approve the minutes of the meeting of March 18, 2024, made by Commissioner Escarda.

Second – Commissioner Pittman

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

Chairperson Serotta declared the motion carried to approve the minutes of March 18, 2024.

4. Bills and Communication: Tenant Newsletter, Housing Insider – March 2024
Informational only.

5. Report of the Secretary:

5a. Occupancy and Leasing Report

Secretary Churchill updates the board on this report, explaining key points of the report, noting that we are at 96% occupancy.

5b. HCV Utilization Reports

Secretary Churchill updates the board and goes over key points of the report, noting we are currently drawing on reserves, spending above 100% which is what HUD wants to see.

5c. Repositioning Updates

Secretary Churchill notes that regarding the Infill Infrastructure Grants, we are expecting awards for both green and blue phases. We are hoping to have awards to announce very

soon. Also, the submission for design review has been postponed until May 8th as the CEQA report came in late and we would like additional time to review it. Secretary Churchill goes on to note that we have a community meeting coming up on April 17th to discuss upgrades to the property on the corner of C & Clark Street.

6. Reports of the Commissioners: None heard.

7. Unfinished Business: None.

8. New Business: None.

9. Closed Session: None needed.

10. Adjournment

There being no further business to come before the Commissioners, the meeting was adjourned at 7:46pm.

Secretary

Chairperson

Occupancy and Leasing Report December 2023 - March 2024

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

Program HACE	Total Units Available	Jan-24	Feb-24	Mar-24	Wait List End of Month	
Public Housing	195	184	186	190	762	1
Eureka Family Housing	51	48	49	49	756	
Eureka Senior Housing	22	21	21	22	271	
Total City Units	268	253	256	261		

HACH

Tenant Based Vouchers						
Housing Choice Vouchers	1234	804	849	853	1026	
VASH Vouchers	95	76	75	79	N/A	
Mainstream vouchers	75	51	52	54	N/A	2
Emergency Housing Vouchers (EHV)	182	145	146	145	N/A	3
Total All Vouchers	1586	1076	1122	1131		

Project Based Vouchers (note that these are a subset of HCV & VASH voucher counts shown above)

PBV-VASH - Bayview Heights (Eureka)	22	22	22	24	N/A	4
PBV-HCV - Bayview Heights (Eureka)	3	3	3	3	1	4
PBV-HCV - Sorrell Place (Arcata)	5	5	5	5	161	5
PBV-HCV - Providence (Eureka)	42		41	41	N/A	6
PBV-HCV - Laurel Canyon	35	34	34	35	71	7
Total Project Based Vouchers	107	64	105	108		

Vouchers issued but not under contract, end of month (aka "Searching")	51
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Note: Occupancy / utilization numbers shown are as of the first day of the month.

- Total PH units is 198; 3 units are exempted for EPD use, Boys & Girls Club, and Maintenance use and are unavailable for tenant rental.
- 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.
Mainstream applicants share waitlist with HCV applicants.
- No PHA waitlist for EHV's; all are issued based on referral from HHHC or HDVS. Referrals began Q4 2021.
- 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.
- Providence Mother Bernard House PBV's - Occupancy based on referral from CoC; contract signed 01/08/2024.
- Laurel Canyon (7th & Myrtle Ave.) 35 senior PBV units; contracts signed 12/07/2023.

COUNTY OF HUMBOLDT HOUSING AUTHORITY
All Voucher Programs
For the month of March 2024

	January	February	March	Total
Traditional HCV & VASH (Includes PBVs)				
HAP income (budget authority)	\$ 568,483	\$ 568,483	\$ 564,144	\$ 1,701,110
HAP expenses	(613,174)	(633,854)	(633,889)	(1,880,917)
Surplus (Deficit)	<u>(44,691)</u>	<u>(65,371)</u>	<u>(69,745)</u>	<u>(179,807)</u>
 * % Total income utilized	 107.86%	 111.50%	 112.36%	 110.57%
Administrative/Other Income	78,651	87,003	78,760	244,414
Operating expenses	(75,804)	(71,139)	(66,541)	(213,484)
Surplus (Deficit)	<u>2,846</u>	<u>15,865</u>	<u>12,219</u>	<u>30,930</u>
 B/D Remaining HAP Cash	 49,460	 (6,365)	 665,581	
Remaining Non-HAP Cash	729,405	718,621	731,978	
Total HCV Cash	<u>778,865</u>	<u>712,256</u>	<u>1,397,559</u>	
 Cash Increase/(Decrease)	 5,035	 (66,609)	 685,303	
 # of Households Assisted	 878	 924	 933	 2,735
Average HAP Payment	\$ 698	\$ 686	\$ 679	\$ 688
Mainstream (disabled & non-elderly)				
HAP income (budget authority)	\$ 34,358	\$ 34,358	\$ 34,358	\$ 103,074
HAP expenses	(34,902)	(35,671)	(37,621)	(108,194)
Surplus (Deficit)	<u>(544)</u>	<u>(1,313)</u>	<u>(3,263)</u>	<u>(5,120)</u>
 A % Total income utilized	 101.58%	 103.82%	 109.50%	 104.97%
Administrative/Other Income	5,845	12,139	5,845	23,829
Operating expenses	(4,779)	(4,390)	(3,966)	(13,135)
Surplus (Deficit)	<u>1,066</u>	<u>7,749</u>	<u>1,879</u>	<u>10,694</u>
 B/D Remaining HAP Cash	 1,690	 719	 37,917	
Remaining Non-HAP Cash	60,685	68,340	70,080	
Total MSV Cash	<u>62,375</u>	<u>69,059</u>	<u>107,997</u>	
 Cash Increase/(Decrease)	 (504)	 6,684	 38,939	
 # of Households Assisted	 51	 52	 53	 156
Average HAP Payment	\$ 684	\$ 686	\$ 710	\$ 694
Emergency Housing Vouchers (EHVs)				
HAP income (budget authority)	\$ 100,228	\$ 100,228	\$ 100,228	\$ 300,685.20
HAP expenses	(120,280)	(122,235)	(121,013)	(363,528)
Surplus (Deficit)	<u>(20,052)</u>	<u>(22,007)</u>	<u>(20,785)</u>	<u>(62,843)</u>
 A % Total income utilized	 120.01%	 121.96%	 120.74%	 120.90%
Administrative/Other Income	31,114	27,059	34,763	92,936
Operating expenses	(24,159)	(24,402)	(18,641)	(67,202)
Surplus (Deficit)	<u>6,955</u>	<u>2,657</u>	<u>16,121</u>	<u>25,734</u>
 B/D Remaining HAP Cash	 27,402	 19,245	 164,139	
Remaining Non-HAP Cash	153,925	143,153	150,356	
Total EHV Cash	<u>181,327</u>	<u>162,398</u>	<u>314,495</u>	
 C Cash Increase/(Decrease)	 (7,592)	 (18,929)	 152,097	
 # of Households Assisted	 145	 146	 145	 436
Average HAP Payment	\$ 830	\$ 837	\$ 835	\$ 834

COUNTY OF HUMBOLDT HOUSING AUTHORITY
All Voucher Programs
For the month of March 2024

	January	February	March	Total
Total All Voucher Programs				
HAP income (budget authority)	\$ 703,069	\$ 703,069	\$ 698,730	\$ 2,104,869
HAP expenses	(768,356)	(791,760)	(792,523)	(2,352,639)
Surplus (Deficit)	<u>(65,287)</u>	<u>(88,691)</u>	<u>(93,793)</u>	<u>(247,770)</u>
A % Total income utilized	109.29%	112.61%	113.42%	111.77%
Administrative/Other Income	115,610	126,201	119,368	361,178
Operating expenses	<u>(104,742)</u>	<u>(99,930)</u>	<u>(89,148)</u>	<u>(293,821)</u>
Surplus (Deficit)	<u>10,867</u>	<u>26,271</u>	<u>30,219</u>	<u>67,357</u>
Remaining HAP Cash	78,552	13,599	867,637	
Remaining Non-HAP Cash	944,014	930,114	952,414	
Total Program Cash	1,022,566	943,712	1,820,051	
Cash Increase/(Decrease)	(3,062)	(78,854)	876,339	
# of Households Assisted	1,074	1,122	1,131	3,327
Average HAP Payment	\$ 715	\$ 706	\$ 701	\$ 707

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 *estimated as of 04/16/2024*
HCV - \$2,513,504
MSV - \$151,297
EHV - \$360,532
- *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.
 - D Cash for April HAP received early in March.

Housing Authority of the City of Eureka (HACE)
Repositioning Updates

Date	Description
Accomplishments	
4/2024 & 5/2024	<ul style="list-style-type: none"> Green Phase project submitted to City of Eureka for Design Review meeting 5/8/2024; design, CEQA report, and density bonus application all reviewed/approved at meeting. Continuing to work with HCD on IIG applications and additional clarifying questions/analysis Working with consultant on HUD Special Applications Center application; targeting 6/28/2024 application due date. Gathering required documents/information for TCAC submission 7/2024
Issues	
N/A	None noted.
Risks	
N/A	No imminent risks.
Next Steps	
5/2024	<ul style="list-style-type: none"> Blue Phase (C & Clark) Design Review date TBD; considering parking needs, second parcel (currently with 4 units) Green Phase: Establishing limited partnership agreements, other legal requirements A series of tenant meetings are scheduled to ensure all tenants have been informed of Repositioning Plans and updates, and given opportunities to ask questions; note this is a requirement for HUD Section 18 demolition/disposition applications <ul style="list-style-type: none"> 5/16/24 9:00 a.m. Zoom ID 830 3554 5816 5/21/24 4:00 p.m. Zoom ID 892 8109 0265 5/29/24 11:00 a.m. in person at PHA office
Budget Status	
N/A	Cost of contract work is covered by developers; no HACE budget updates.



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PUBLIC HOUSING PROGRAM RESIDENT INFORMATION NOTICE

You are invited to a resident meeting to talk about the Housing Authority of the City of Eureka's (HACE's) plans to convert Eureka's Public Housing from the public housing program to Section 8 rental assistance under HUD's Section 18 program. We have scheduled two meetings to give you multiple opportunities to attend, learn about our plans, and ask questions.

The meeting information is:

Thursday, May 16, 2024 9:00 a.m. – 10:00 a.m.
Zoom meeting ID: 830 3554 5816

Tuesday, May 21, 2024 4:00 p.m. – 5:00 p.m.
Zoom meeting ID: 892 8109 0265

Section 18 Conversion is a voluntary program run by the U.S. Department of Housing and Urban Development (HUD). Under Section 18, HUD will change the way it provides rental assistance to the property from public housing to a long-term Section 8 assistance contract. The Section 8 program would make it easier for us to access money to repair and improve the property, either now or in the future.

This letter describes your rights under the proposed conversion and explains how a conversion might affect you.

Your Right to Information

With this letter we have included Frequently Asked Questions, which is a list of the most commonly asked questions we've received about repositioning. At the meeting, we will describe the repositioning plans and our current ideas in more detail. We will have a follow-up meeting to provide more information and answer any questions that have come up for you on **Wednesday, May 29th, 11:00 a.m.** at the Housing Authority Office conference room at 735 West Everding Street. Please email Heather Humphreys at heatherh@eurekahumboldtha.org or call Heather at 707.443.4583 x219 if you plan to be in attendance at this in-person meeting. After we submit an application to HUD and once our plans are accepted, we will have at least two (2) additional meetings with you about our plans. You have the right to hear about any major changes in the plans for the project, and we will invite you to additional meetings if key



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features of the plans change. You also have a right to organize and to form a resident council to serve as your voice and to help you become well informed about the repositioning plans.

Your Right to Rental Assistance

Our decision to participate in a Section 18 conversion does not affect your rental assistance eligibility. You are not subject to new eligibility screening. If we satisfy all HUD requirements and the existing or redeveloped property is placed under a Section 8 Housing Assistance Payment (HAP) contract, you have a right to ongoing rental assistance as long as you comply with the requirements of your lease and remain eligible for assistance (i.e. remain within income limits). **In most cases, your rent will not change significantly with the conversion from public housing to Section 8 subsidy.** In the rare event that your rent calculation would change (most commonly, when you are paying a public housing “flat rent”), the increase would be phased in over time if the increase is more than 10%.

Your Right to Relocation Assistance

In some situations, we may need to relocate you from your unit temporarily in order to complete unit rehabilitations or do construction. Since we are at the beginning of the planning process for the conversion, we don’t yet know when or if every tenant will need to move.

You do not need to move now.

If we require you to move, you are entitled to certain relocation protections, including, in all cases, advance written notice and detailed information about the move. The other specific relocation protections depend on the situation, but may include advisory services, moving assistance, payments, and other assistance.

Your Right to Return

If you need to move temporarily for repairs or construction, you have a right to return to an assisted unit or location once any construction work is done. However, we may need to move you during construction and your post-construction home may be a different unit than your current home.

You get to return to a Section 8 unit unless **you choose** to move somewhere else. If you believe the plans prevent you from exercising your right to return, you have the right to object to the plans. Program rules require us to make sure that anyone who wants to return has the opportunity to do so.

Don’t Put Your Rights at Risk!

You are always welcome to move based on your household’s needs and personal goals. However, if our repositioning plans will require relocation and you choose to move from the



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property on your own without waiting for instructions from us, you may lose your eligibility for relocation payments and assistance.

The conversion, and any relocation associated with it, must be implemented consistent with fair housing and civil rights requirements. If you need a reasonable accommodation due to a disability, or have other questions about the planned conversion, please contact Housing Advocate Mande McCullough at mandeem@eurekahumboldtha.org or 707.443.4583 x231, who will assist you. If you need to appeal a decision made by us, or if you think your rights aren't being protected, you may contact the San Francisco Regional Office of FHEO at 800.347.3739.

Because we are still fairly early in the process, some of the plans for the public housing conversion are likely to change, especially for phases planned for later dates. We have held several meetings, and we will continue to hold resident meetings to share our current ideas and keep you informed about major changes to these ideas as we further develop our plans. You should also share with us any information you have on repairs that need to be made, since you know the property best. We will give that information to the people who are helping us figure out what work needs to be done at each property.

We hope this letter gives you useful information about your rights. Please read the attached Frequently Asked Questions sheet which may help you understand our repositioning plans better. We encourage you to come to the resident meetings to learn more and to ask questions about how the public housing conversion may impact your property and you.

Sincerely,

Housing Authority of the City of Eureka



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Housing Authority of the City of Eureka

Reinvesting in our commitment to affordable housing

Repositioning Plan: Frequently Asked Questions

1. I've heard the words redevelopment, repositioning, and reinvesting mentioned related to Public Housing. What does this mean?
 - a. "Repositioning" refers to converting from traditional, Public Housing funding to newer sources of funding, such as Section 8 Voucher funding to provide affordable housing. This allows the Housing Authority to have access to more money to provide affordable housing.
 - b. "Redeveloping" refers to demolishing old/existing buildings and building new ones in order to add more units or upgrade existing units. This is planned to occur for 3-4 of the properties, which are listed in the chart below.
 - c. "Reinvesting" refers to investing in the Housing Authority's properties, or putting money into them, to build more housing for our community.
2. How will this affect my current housing? Do I need to move?
 - a. You do not need to move yet. Some locations will be redeveloped (demolition and new construction) whereas others will be rehabilitated (improved and restored). Either way, you will likely need to move eventually, and this will be done with frequent communication and support from the Housing Authority. All qualified households will be eligible for moving and rental assistance while they are displaced, and we will work closely with you to ensure this process occurs smoothly. Current residents will have the right to return to rehabilitated or new units.
3. Which properties will be redeveloped? Which properties will be rehabilitated?
 - a. The chart below shows the current intention for our various sites:

Property	Action
Units bordered by Harris, Elizabeth, Burrill, and Prospect Streets (includes Hiler and Everding)	Redevelop
C & Clark Streets	Redevelop
Spring & Garland Streets	Redevelop
Buhne, Summer, & Union Streets	Redevelop or rehabilitate
2523 Albee	Rehabilitate
510 West Harris	Rehabilitate
131 West Del Norte	Rehabilitate
1830 Albee & 514 West Del Norte	Rehabilitate
1335 B Street	Rehabilitate
330 Grant Street	Rehabilitate
1645 C Street	Rehabilitate



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4. How long is this going to take and when is it going to happen?
 - a. This will occur over several years and phases. Many factors, such as financing, availability of materials, labor, and temporary housing for relocation, will impact the timeline. While our goal is to get started as soon as possible, we are still in the early stages of the process. However, we are working diligently with our partners to finish this project as quickly as possible.
 - b. We will provide regular updates as we develop plans for the sites selected for the first phase of redevelopment (and subsequent phases, as we get to them) and discuss how that may impact your relocation date. Initial planning for each phase, such as coordinating design, financing, city approvals, and contractors, is expected to take up to two years. Demolition and new construction will not begin until all approvals have been obtained and federal affordable housing requirements have been met, such as providing proper notice to tenants and support for relocation needs for Public Housing households.
5. What is the plan for families who have to relocate?
 - a. The Housing Authority is working with a housing developer and a relocation expert to develop a Relocation Plan for tenants. Tenants will be notified months in advance before they are asked to relocate, and will have multiple opportunities to comment on the plan, discuss the plan, and ask questions. The Housing Authority plans to hold meetings with each household to discuss your individual concerns and needs. The Relocation Plan will include a reasonable amount of assistance to help you relocate, either to one of our other Public Housing units, if available, or to a private rental using a Tenant Protection Voucher for rental assistance (a Section 8 voucher).
6. Does more units mean smaller units?
 - a. No. New units will have a similar square footage as current units. The size of units will depend on architectural design, various building amenities that may be included (such as office space, community room, laundry, etc.), and any local requirements.
7. Will rent be raised because of these additions/improvements?
 - a. We are committed to keeping our housing affordable, and we plan to provide affordable rents using Section 8 Project-Based Vouchers. The voucher program calculates income, and therefore rent, the same way it is calculated for Public Housing. Rents are intended to be approximately 30% of adjusted gross income. If you are on income-based rent (not flat rents), you should expect no change or small changes to your rent.
8. How do we stay updated on what's happening?
 - a. The best way to stay up-to-date is to provide your current email address and phone number. If any of your contact information (phone, email address, emergency contact, etc.) has changed and you haven't updated it with us, please complete and submit a Notice of Change form at our office, or download and print the form from our website and return to the office, or email your caseworker Shawlyn with your updated information at shawlynb@eurekahumboldtha.org.



Housing Authority of the City of Eureka

Board of Commissioners Meeting

May 20, 2024

Agenda Item 8a

Memorandum

To: Commissioners

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

Subject: Write Off of Uncollectible Accounts Receivable

BACKGROUND:

The Housing Authority of the City of Eureka routinely writes off uncollectible accounts receivable after all reasonable efforts have been made to collect the debt. All write offs over \$5,000.00 require board approval with a resolution.

Impact to Personnel:

None.

Fiscal Impact:

Once a debt is deemed uncollectible, it is written off, or removed from the accounting books. Write-offs are reflected in financial statements as a decrease in Accounts Receivable (an asset), and an increase in expenses. This transaction is an accounting entry that does not affect cash flow. Additionally, the decrease in Accounts Receivable positively affects some of the HUD ratios that are used to evaluate our agency's operations.

Note that debts are still reported in HUD systems, and any person reported owing cannot be assisted by HUD-funded programs until debts are paid. Additionally, once a debt is written off internally, it is submitted to a collection agency for further follow-up. However, the resulting collections from this process are historically very low.

Alternatives:

Keeping uncollectible receivables on the books fails to properly account for bad debts and to comply with Generally Accepted Accounting Principles (GAAP). Additionally, it does not reflect a conservative approach to the collectability of past tenant debts. This option is not recommended.

STAFF RECOMMENDATION:

Staff recommends that the Board approve and adopt the resolution to write off uncollectible debts.

Ppty	Code	Name	Balance	Status	DL1	DL2	Move Out Date	Rent	Late	Work Orders	Misc Tenant Charge	Cleaning & Damages
251	t0002879		19,599.59	past	2/22/2024	3/13/2024	12/19/2023	17,160.60	160.00	10.00	956.49	1,312.50
251	t0005247		2,823.72	past	2/22/2024	3/13/2024	1/5/2024	-	-	-	-	2,823.72
			<u>\$ 22,423.31</u>					<u>\$ 17,160.60</u>	<u>\$ 160.00</u>	<u>\$ 10.00</u>	<u>\$ 956.49</u>	<u>\$ 4,136.22</u>

PREPARED BY

Johnny Wilson
Accounts Receivable Clerk

4/12/2024
Date

APPROVALS

J. J. Dutton-Winner
Director of Finance

4/12/2024
Date

Cheryl Churchill
Executive Director

4/12/2024
Date

HOUSING AUTHORITY OF THE CITY OF EUREKA

RESOLUTION 1997

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, Public Housing	<u>\$19,599.59</u>

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

AYES:
NAYS:
ABSENT:
ABSTAIN:

Name

Name

Title

Title

Signature

Signature