



HOUSING AUTHORITIES CITY OF EUREKA & COUNTY OF HUMBOLDT



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

DATE AND TIME
Monday, September 16, 2024
5:45pm

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 Housing Authority of the City of Eureka 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, August 19, 2024 (pages 3-7)

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 (page 8)

5b. HCV Utilization Reports (pages 9-10)

5c. Repositioning Updates (page 11)

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 2007, CA025 Annual Plan for 2025

Recommended Board Action: *Accept and Adopt for Approval* (pages 12-26)

8b. Resolution 2008, Update to Public Housing Admissions & Continued Occupancy Policy

Recommended Board Action: *Accept and Adopt for Approval* (pages 27-31)

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, August 19, 2024

Chairperson Serotta declared a quorum present and called the meeting to order at 7:30pm.

1. Roll Call

Present: Chairperson Serotta, Vice Chairperson Konkler, Commissioner Escarda,
Commissioner Maschke.
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 July 15, 2024.

Motion to approve the minutes of the July 15, 2024, regular meeting, made by Commissioner Escarda.

Second – Vice Chairperson Konkler

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

Chairperson Serotta declared the motion carried to approve the minutes of July 15, 2024.

4. Bills and Communication:

4a. City of Eureka, City Council Regular Meeting Agenda, August 06, 2024 – Appointment of Bonnie Maschke to HACE Board of Commissioners.

Secretary Churchill and the board welcome Bonnie and thank her for joining. Secretary Churchill notes that Tabatha Pittman had to step down from her tenant seat as she no longer is a public housing tenant. Bonnie is now filling the tenant seat.

5. Report of the Secretary:

5a. Occupancy and Leasing Report
Secretary Churchill updates the board on this report.

5b. HCV Utilization Reports
Secretary Churchill updates the board and goes over key points of the report.

5c. Repositioning Updates
Secretary Churchill goes over the most recent updates for Repositioning, noting that staff will be focusing on fundraising and looking for grants and other available funding.

6. Reports of the Commissioners: None heard.

7. Unfinished Business: None.

8. New Business:

8a. Resolution 2004 - Infill Infrastructure Grant Program of 2019, HACE Blue Phase
Recommended Board Action: *Accept and Adopt*

RESOLUTION 2004

**INFILL INFRASTRUCTURE GRANT PROGRAM OF 2019
HACE – BLUE PHASE**

WHEREAS, the California Department of Housing and Community Development ("Department"), has issued a Notice of Funding Availability ("NOFA") dated August 31, 2023, pursuant to the Infill Infrastructure Grant Program of 2019 ("Program"), established by Health and Safety Code section 53559, et seq., and implemented by the Infill Infrastructure Grant Program, Small Jurisdiction Set-Aside, final Guidelines issued August 31, 2023 ("Guidelines"). The Program provides grant assistance available as gap funding for Capital Improvement Projects, which are an integral part of, or necessary to facilitate the development of a Qualifying Infill Project; and

WHEREAS, Housing Authority of the City of Eureka, a public body, corporate and politic ("Public Entity"), submitted an application to the Department in response to the NOFA (the "Application") and was determined to be an eligible Grant Recipient. Based on the Application, the Department made an award of Program funds (the "Program Award") pursuant to the conditional award letter, dated April 5, 2024;

WHEREAS, pursuant to the Conditional Award Commitment, the Department made conditional award to the Public Entity as follows:

Program	Award
Infill Infrastructure Grant Program of 2019	\$2,103,700

WHEREAS the award expressly identified above will hereinafter be referred to, as the "Program Award."

NOW, THEREFORE, IT IS RESOLVED, that the Public Entity is hereby authorized and directed to act in connection with the Program Award.

RESOLVED FURTHER: Public Entity is hereby authorized and directed to accept and incur an obligation for the Program Award. That in connection with the total amount of the Program Award, the Public Entity is authorized and directed to enter into, execute, and deliver a STD 213, Standard Agreement, and any and all other documents required or deemed necessary or appropriate to secure the Program Award from the Department and to participate in the relevant Program, and all amendments thereto (collectively, the "Program Award Documents").

RESOLVED FURTHER: Public Entity acknowledges and agrees that it shall be subject to the terms and conditions specified in the STD 213, Standard Agreement, and that the Infill Infrastructure Grant Program of 2019 NOFA and the Application will be incorporated by reference therein and made a part thereof. Public Entity also acknowledges and agrees that any and all

activities, expenditures, information, and timelines represented and described in the Application are enforceable through the relevant STD 213, Standard Agreement(s). Public Entity also acknowledges and agrees that Program Award funds are to be expended only on the eligible uses and activities identified in the relevant STD 213, Standard Agreement(s).

RESOLVED FURTHER: That Cheryl Churchill, CEO and Secretary of HACE, acting alone is hereby authorized to execute the Program Award Documents and all amendments on behalf of the Public Entity.

RESOLVED FUTURE: That this resolution shall take effect immediately upon its passage.

RESOLVED FURTHER: That this resolution shall take effect immediately upon its passage.

Motion to approve Resolution 2004 made by Commissioner Escarda.

Second – Vice Chairperson Konkler

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

Chairperson Serotta declared the motion carried to approve Resolution 2004.

8b. Resolution 2005 - Infill Infrastructure Grant Program of 2019, HACE Green Phase
Recommended Board Action: *Accept and Adopt*

RESOLUTION 2005

INFILL INFRASTRUCTURE GRANT PROGRAM OF 2019 HACE – GREEN PHASE

WHEREAS, the California Department of Housing and Community Development ("Department"), has issued a Notice of Funding Availability ("NOFA") dated August 31, 2023, pursuant to the Infill Infrastructure Grant Program of 2019 ("Program"), established by Health and Safety Code section 53559, et seq., and implemented by the Infill Infrastructure Grant Program, Small Jurisdiction Set-Aside, final Guidelines issued August 31, 2023 ("Guidelines"). The Program provides grant assistance available as gap funding for Capital Improvement Projects, which are an integral part of, or necessary to facilitate the development of a Qualifying Infill Project; and

WHEREAS, **Housing Authority of the City of Eureka**, a public body, corporate and politic ("Public Entity"), submitted an application to the Department in response to the NOFA (the "Application") and was determined to be an eligible Grant Recipient. Based on the Application, the Department made an award of Program funds (the "Program Award") pursuant to the conditional award letter, dated April 5, 2024;

WHEREAS, pursuant to the Conditional Award Commitment, the Department made conditional award to the Public Entity as follows:

Program	Award
Infill Infrastructure Grant Program of 2019	\$2,402,000

WHEREAS the award expressly identified above will hereinafter be referred to, as the "Program Award."

NOW, THEREFORE, IT IS RESOLVED, that the Public Entity is hereby authorized and directed to act in connection with the Program Award.

RESOLVED FURTHER: Public Entity is hereby authorized and directed to accept and incur an obligation for the Program Award. That in connection with the total amount of the Program Award, the Public Entity is authorized and directed to enter into, execute, and deliver a STD 213, Standard Agreement, and any and all other documents required or deemed necessary or appropriate to secure the Program Award from the Department and to participate in the relevant Program, and all amendments thereto (collectively, the "Program Award Documents").

RESOLVED FURTHER: Public Entity acknowledges and agrees that it shall be subject to the terms and conditions specified in the STD 213, Standard Agreement, and that the Infill Infrastructure Grant Program of 2019 NOFA and the Application will be incorporated by reference therein and made a part thereof. Public Entity also acknowledges and agrees that any and all activities, expenditures, information, and timelines represented and described in the Application are enforceable through the relevant STD 213, Standard Agreement(s). Public Entity also acknowledges and agrees that Program Award funds are to be expended only on the eligible uses and activities identified in the relevant STD 213, Standard Agreement(s).

RESOLVED FURTHER: That Cheryl Churchill, CEO and Secretary of HACE, acting alone is hereby authorized to execute the Program Award Documents and all amendments on behalf of the Public Entity.

RESOLVED FUTURE: That this resolution shall take effect immediately upon its passage.

RESOLVED FURTHER: That this resolution shall take effect immediately upon its passage.

Motion to approve Resolution 2005 made by Vice Chairperson Konkler.

Second – Commissioner Escarda

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

Chairperson Serotta declared the motion carried to approve Resolution 2005.

8c. Resolution 2006 – Providing for the Time of Regular Meetings and Adopting Update to Bylaws; Recommended Board Action: *Accept and Adopt*

RESOLUTION 2006

PROVIDING FOR THE TIME OF REGULAR MEETINGS AND

ADOPTING UPDATES TO BYLAWS

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

WHEREAS, the Housing Authority has reviewed and considered the Bylaws, changing the regular meeting time to 5:45pm every third Monday of the month, attached hereto as Exhibit A;

NOW, THEREFORE, be it resolved that:

1. The updated bylaws of the Housing Authority of the City of Eureka, a copy of which is attached hereto as Exhibit A, are hereby adopted.

Motion to approve Resolution 2006 made by Chairperson Escarda.

Second – Commissioner Maschke

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

Chairperson Serotta declared the motion carried to approve Resolution 2006.

8d. Customer Service Survey Results; *Informational*

Secretary Churchill reviews the survey results from program participants with the board noting that most all the feedback reflected positively on the Housing Authority.

9. Closed Session: None needed.

10. Adjournment

There being no further business to come before the Commissioners, the meeting was adjourned at 7:41pm.

Secretary

Chairperson

**Occupancy and Leasing Report
January 2024 - July 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	Apr-24	May-24	Jun-24	Jul-24	Wait List End of Month
Public Housing	195	184	186	190	191	190	192	194	800
Eureka Family Housing	51	48	49	49	48	48	48	49	794
Eureka Senior Housing	22	21	21	21	21	21	21	20	291
Total City Units	268	253	256	260	260	259	261	263	

HACH									
Tenant Based Vouchers									
Housing Choice Vouchers	1234	804	849	853	856	869	874	888	853
VASH Vouchers	95	76	75	79	79	80	80	84	N/A
Mainstream vouchers	75	51	52	54	53	55	55	55	N/A
Emergency Housing Vouchers (EHV)	182	145	146	145	144	142	141	141	N/A
Total All Vouchers	1586	1076	1122	1131	1132	1146	1150	1168	

Project Based Vouchers (note that these are a subset of HCV & VASH voucher counts shown above)									
PBV-VASH - Bayview Heights (Eureka)	22	22	22	22	22	22	22	22	N/A
PBV-HCV - Bayview Heights (Eureka)	3	3	3	3	3	3	3	2	1
PBV-HCV - Sorrell Place (Arcata)	5	5	5	5	5	5	4	5	193
PBV-HCV - Providence (Eureka)	42		41	41	41	41	42	42	N/A
PBV-HCV - Laurel Canyon	35	34	34	35	35	35	35	35	103
Total Project Based Vouchers	107	64	105	106	106	106	106	106	

Vouchers issued but not under contract, end of month (aka "Searching") 60

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 July 2024

	January	February	March	April	May	June	July	Total
Traditional HCV & VASH (Includes PBVs)								
HAP income (budget authority)	\$ 568,483	\$ 568,483	\$ 564,144	\$ 600,362	\$ 575,368	\$ 629,691	\$ 629,691	\$ 4,136,223
HAP expenses	(613,174)	(633,854)	(633,889)	(645,641)	(659,503)	(673,590)	(698,755)	(4,558,406)
Surplus (Deficit)	<u>(44,691)</u>	<u>(65,371)</u>	<u>(69,745)</u>	<u>(45,279)</u>	<u>(84,135)</u>	<u>(43,899)</u>	<u>(69,064)</u>	<u>(422,183)</u>
* % Total income utilized	107.86%	111.50%	112.36%	107.54%	114.62%	106.97%	110.97%	110.21%
Administrative/Other Income	78,651	87,003	78,760	79,318	79,226	79,632	92,138	574,727
Operating expenses	(75,804)	(71,139)	(66,541)	(71,692)	(67,103)	(72,009)	(123,428)	(547,716)
Surplus (Deficit)	<u>2,846</u>	<u>15,865</u>	<u>12,219</u>	<u>7,626</u>	<u>12,122</u>	<u>7,623</u>	<u>(31,290)</u>	<u>27,011</u>
B/D Remaining HAP Cash	49,460	(6,365)	665,581	10,319	(163)	15,964	20,058	
Remaining Non-HAP Cash	729,405	718,621	731,978	735,490	724,451	735,769	748,534	
Total HCV Cash	<u>778,865</u>	<u>712,256</u>	<u>1,397,559</u>	<u>745,808</u>	<u>724,288</u>	<u>751,733</u>	<u>768,592</u>	
Cash Increase/(Decrease)	5,035	(66,609)	685,303	(651,751)	(21,520)	27,445	16,859	
# of Households Assisted	878	924	933	935	949	954	972	6,545
Average HAP Payment	\$ 698	\$ 686	\$ 679	\$ 691	\$ 695	\$ 706	\$ 719	\$ 696
Mainstream (disabled & non-elderly)								
HAP income (budget authority)	\$ 34,358	\$ 34,358	\$ 34,358	\$ 34,358	\$ 37,726	\$ 37,726	\$ 37,726	\$ 250,610
HAP expenses	(34,902)	(35,671)	(37,621)	(37,815)	(38,630)	(40,689)	(40,443)	(265,771)
Surplus (Deficit)	<u>(544)</u>	<u>(1,313)</u>	<u>(3,263)</u>	<u>(3,457)</u>	<u>(904)</u>	<u>(2,963)</u>	<u>(2,717)</u>	<u>(15,161)</u>
A % Total income utilized	101.58%	103.82%	109.50%	110.06%	102.40%	107.85%	107.20%	106.05%
Administrative/Other Income	5,845	12,139	5,845	5,845	7,043	7,121	10,155	53,993
Operating expenses	(4,779)	(4,390)	(3,966)	(4,510)	(5,862)	(4,674)	(8,188)	(36,369)
Surplus (Deficit)	<u>1,066</u>	<u>7,749</u>	<u>1,879</u>	<u>1,335</u>	<u>1,181</u>	<u>2,447</u>	<u>1,968</u>	<u>17,624</u>
B/D Remaining HAP Cash	1,690	719	37,917	(1,643)	1,005	(5,159)	(4,523)	
Remaining Non-HAP Cash	60,685	68,340	70,080	71,234	72,483	74,941	79,936	
Total MSV Cash	<u>62,375</u>	<u>69,059</u>	<u>107,997</u>	<u>69,591</u>	<u>73,488</u>	<u>69,782</u>	<u>75,413</u>	
Cash Increase/(Decrease)	(504)	6,684	38,939	(38,406)	3,897	(3,706)	5,631	
# of Households Assisted	51	52	53	53	55	55	55	374
Average HAP Payment	\$ 684	\$ 686	\$ 710	\$ 713	\$ 702	\$ 740	\$ 735	\$ 711
Emergency Housing Vouchers (EHVs)								
HAP income (budget authority)	\$ 100,228	\$ 100,228	\$ 100,228	\$ 100,228	\$ 100,228	\$ 100,228	\$ 215,277	\$ 816,646.50
HAP expenses	(120,280)	(122,235)	(121,013)	(120,651)	(118,809)	(119,805)	(118,249)	(841,042)
Surplus (Deficit)	<u>(20,052)</u>	<u>(22,007)</u>	<u>(20,785)</u>	<u>(20,423)</u>	<u>(18,581)</u>	<u>(19,577)</u>	<u>97,028</u>	<u>(24,396)</u>
A % Total income utilized	120.01%	121.96%	120.74%	120.38%	118.54%	119.53%	54.93%	102.99%
Administrative/Other Income	31,114	27,059	34,763	27,236	24,793	23,058	19,316	187,340
Operating expenses	(24,159)	(24,402)	(18,641)	(14,032)	(17,910)	(13,111)	(24,724)	(136,978)
Surplus (Deficit)	<u>6,955</u>	<u>2,657</u>	<u>16,121</u>	<u>13,205</u>	<u>6,884</u>	<u>9,947</u>	<u>(5,408)</u>	<u>50,362</u>
B/D Remaining HAP Cash	27,402	19,245	164,139	19,725	24,139	32,940	38,116	
Remaining Non-HAP Cash	153,925	143,153	150,356	161,364	164,258	171,244	167,575	
Total EH V Cash	<u>181,327</u>	<u>162,398</u>	<u>314,495</u>	<u>181,089</u>	<u>188,397</u>	<u>204,184</u>	<u>205,691</u>	
C Cash Increase/(Decrease)	(7,592)	(18,929)	152,097	(133,406)	7,308	15,787	1,507	
# of Households Assisted	145	146	145	144	142	141	141	1,004
Average HAP Payment	\$ 830	\$ 837	\$ 835	\$ 838	\$ 837	\$ 850	\$ 839	\$ 838

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

	January	February	March	April	May	June	July	Total
Total All Voucher Programs								
HAP income (budget authority)	\$ 703,069	\$ 703,069	\$ 698,730	\$ 734,948	\$ 713,322	\$ 767,645	\$ 882,694	\$ 5,203,479
HAP expenses	(768,356)	(791,760)	(792,523)	(804,107)	(816,942)	(834,084)	(857,447)	(5,665,219)
Surplus (Deficit)	<u>(65,287)</u>	<u>(88,691)</u>	<u>(93,793)</u>	<u>(69,159)</u>	<u>(103,620)</u>	<u>(66,439)</u>	<u>25,247</u>	<u>(461,740)</u>
A % Total income utilized	109.29%	112.61%	113.42%	109.41%	114.53%	108.65%	97.14%	108.87%
Administrative/Other Income	115,610	126,201	119,368	112,399	111,062	109,811	121,609	816,060
Operating expenses	(104,742)	(99,930)	(89,148)	(90,234)	(90,875)	(89,794)	(156,339)	(721,063)
Surplus (Deficit)	<u>10,867</u>	<u>26,271</u>	<u>30,219</u>	<u>22,165</u>	<u>20,187</u>	<u>20,017</u>	<u>(34,730)</u>	<u>94,997</u>
B/D Remaining HAP Cash	78,552	13,599	867,637	28,401	24,981	43,745	53,651	
Remaining Non-HAP Cash	944,014	930,114	952,414	968,088	961,193	981,955	996,046	
Total Program Cash	<u>1,022,566</u>	<u>943,712</u>	<u>1,820,051</u>	<u>996,488</u>	<u>986,173</u>	<u>1,025,699</u>	<u>1,049,696</u>	
Cash Increase/(Decrease)	(3,062)	(78,854)	876,339	(823,563)	(10,315)	39,526	23,997	
# of Households Assisted	1,074	1,122	1,131	1,132	1,146	1,150	1,168	7,923
Average HAP Payment	\$ 715	\$ 706	\$ 701	\$ 710	\$ 713	\$ 725	\$ 734	\$ 715

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. Restricted 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 06/07/2024

HCV - \$2,365,771

MSV - \$143,200

EHV - \$196,536

*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	
08/2024	<ul style="list-style-type: none"> • Design team working with Contractor to establish feasible construction budget; doing detailed review in search of cost savings • Connected with HUD Special Applications Center (SAC) reviewer for Green Phase; preliminary review of application done, working on follow up requested by SAC reviewer
Issues	
N/A	None noted.
Risks	
	None noted.
Next Steps	
	<ul style="list-style-type: none"> • Get requested documents to SAC 9/2024 for Green Phase application • Continuing to focus on fundraising, exploring all avenues e.g. reduction of local fees, trust funds, nonprofits, etc. <ul style="list-style-type: none"> ○ Brinshore staff are looking nationwide for grant opportunities that our projects may qualify for ○ Explore funding opportunities locally with our city/county governments
Budget Status	
N/A	Cost of contract work is covered by developers; no HACE budget updates.

Key

Green Phase = 3230 Hiler Street

Blue Phase = C & Clark Street

Master Phase = Main site “25-1” & Prospect Street

Housing Authority of the City of Eureka

Board of Commissioners Meeting

September 16, 2024

Agenda Item 8a

Memorandum

To: Commissioners

From: Cheryl Churchill, Executive Director

Subject: Annual Agency Plan Updates

BACKGROUND AND HISTORY:

As required by HUD, the Housing Authority must annually update the PHA Plan.

The resident advisory board met at the Housing Authority office on June 04, 2024, to discuss the PHA goals and objectives and provide input to the annual plan. A public hearing was held on July 16, 2024, to receive comments on the plan; no comments were received.

The Board has had an opportunity to review goals and progress updates, and to offer input at regularly scheduled board meetings relative to the annual plan.

The PHA Plan must be submitted to HUD by October 18, 2024.

STAFF RECOMMENDATION:

Staff recommend that the Board approve and adopt the updated agency annual plan.

Streamlined Annual PHA Plan <i>(Small PHAs)</i>	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires: 03/31/2024
-----------------------------------------------------------	-------------------------------------------------------------------------------------------------------	--------------------------------------------------------

Purpose. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA’s operations, programs, and services, including changes to these policies, and informs HUD, families served by the PHA, and members of the public of the PHA’s mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families

Applicability. The Form HUD-50075-SM is to be completed annually by **Small PHAs**. PHAs that meet the definition of a Standard PHA, Troubled PHA, High Performer PHA, HCV-Only PHA, or Qualified PHA do not need to submit this form.

Definitions.

- (1) **High-Performer PHA** – A PHA that owns or manages more than 550 combined public housing units and housing choice vouchers and was designated as a high performer on both the most recent Public Housing Assessment System (PHAS) and Section Eight Management Assessment Program (SEMAP) assessments.
- (2) **Small PHA** - A PHA that is not designated as PHAS or SEMAP troubled, and that owns or manages less than 250 public housing units and any number of vouchers where the total combined units exceed 550.
- (3) **Housing Choice Voucher (HCV) Only PHA** - A PHA that administers more than 550 HCVs, was not designated as troubled in its most recent SEMAP assessment and does not own or manage public housing.
- (4) **Standard PHA** - A PHA that owns or manages 250 or more public housing units and any number of vouchers where the total combined units exceed 550, and that was designated as a standard performer in the most recent PHAS or SEMAP assessments.
- (5) **Troubled PHA** - A PHA that achieves an overall PHAS or SEMAP score of less than 60 percent.
- (6) **Qualified PHA** - A PHA with 550 or fewer public housing dwelling units and/or housing choice vouchers combined and is not PHAS or SEMAP troubled.

A.	PHA Information.																										
A.1	<p>PHA Name: Housing Authority of the City of Eureka PHA Code: <u>CA025</u> PHA Type: <input checked="" type="checkbox"/> Small PHA Plan for Fiscal Year Beginning: (MM/YYYY): 01/2025 PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above) Number of Public Housing (PH) Units 198 Number of Housing Choice Vouchers (HCVs) 0 Total Combined 198 PHA Plan Submission Type: <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission</p> <p>Availability of Information. In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information of the PHA policies contained in the standard Annual Plan but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.</p> <p><input type="checkbox"/> PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below)</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th rowspan="2" style="width: 20%;">Participating PHAs</th> <th rowspan="2" style="width: 10%;">PHA Code</th> <th rowspan="2" style="width: 20%;">Program(s) in the Consortia</th> <th rowspan="2" style="width: 20%;">Program(s) not in the Consortia</th> <th colspan="2" style="width: 30%;">No. of Units in Each Program</th> </tr> <tr> <th style="width: 15%;">PH</th> <th style="width: 15%;">HCV</th> </tr> </thead> <tbody> <tr> <td>Lead PHA:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program		PH	HCV	Lead PHA:																	
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B.	Plan Elements Submitted with 5-Year PHA Plans. Required elements for Small PHAs completing this document in years in which the 5-Year Plan is also due. This section does not need to be completed for years when a Small PHA is not submitting its 5-Year Plan. See sub-section below for required elements in all other years (Years 1-4).
B.1	<p>Revision of Existing PHA Plan Elements.</p> <p>(a) Have the following PHA Plan elements been revised by the PHA since its last Five-Year PHA Plan submission?</p> <p>Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Statement of Housing Needs and Strategy for Addressing Housing Needs.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Financial Resources.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Rent Determination.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Homeownership Programs.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Substantial Deviation.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Significant Amendment/Modification</p> <p>(b) If the PHA answered yes for any element, describe the revisions for each element(s):</p> <p>(c) The PHA must submit its Deconcentration Policy for Field Office Review.</p>
B.2	<p>New Activities.</p> <p>(a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?</p> <p>Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Hope VI or Choice Neighborhoods.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Mixed Finance Modernization or Development.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Demolition and/or Disposition.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Conversion of Public Housing to Tenant Based Assistance.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Conversion of Public Housing to Project-Based Rental Assistance or Project-Based Vouchers under RAD.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Project Based Vouchers.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Units with Approved Vacancies for Modernization.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).</p> <p>(b) If any of these activities are planned for the current Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process. If using Project-Based Vouchers (PBVs), provide the projected number of project-based units and general locations, and describe how project basing would be consistent with the PHA Plan.</p>
B.3	<p>Progress Report.</p> <p>Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year Plan.</p>
B.4	<p>Capital Improvements. Include a reference here to the most recent HUD-approved 5-Year Action Plan in EPIC and the date that it was approved.</p>
B.5	<p>Most Recent Fiscal Year Audit.</p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, please describe:</p>

<p>Plan Elements Submitted All Other Years (Years 1-4). Required elements for all other fiscal years. This section does not need to be completed in years when a Small PHA is submitting its 5-Year PHA Plan.</p>	
<p>B.1</p>	<p>New Activities</p> <p>(a) Does the PHA intend to undertake any new activities related to the following in the PHA’s current Fiscal Year?</p> <p>Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Hope VI or Choice Neighborhoods.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Mixed Finance Modernization or Development.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Demolition and/or Disposition.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Conversion of Public Housing to Tenant-Based Assistance.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Conversion of Public Housing to Project-Based Assistance under RAD.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Project Based Vouchers.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Units with Approved Vacancies for Modernization.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).</p> <p>(b) If any of these activities are planned for the current Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process. See description in B2 above.</p> <p>Demolition and/or Disposition and Project Based Vouchers: HACE proposes to use Section 18 or other available HUD disposition tools to reposition our existing public housing portfolio. Properties to be included in the repositioning plan include all twelve public housing sites: (1) 1645 C Street; (2) 1335 B Street; (3) 2523 Albee; (4) 510 West Harris; (5) 330 Grant; (6) 514 West Del Norte & 1830 Albee; (7) 131 West Del Norte; (8) 25-1; (9) Prospect Street; (10) C & Clark; (11) Buhne/Summer/Union Street; and (12) Spring & Garland. HACE will undertake this portfolio repositioning over the coming years. An RFQ was issued in 2023 and a developer selected. In 2024, HACE submitted applications for tax-credit funding and began the process of submitting a first HUD SAC application for Phase I of repositioning the public housing portfolio. The overall plan will involve a combination of redevelopment and rehabilitation of existing sites. HACE will work with the Housing Authority of the County of Humboldt to enter into and administer Project Based Voucher contracts with the ownership entities created to facilitate a HUD disposition and recapitalization. See Repositioning Plan, approved by HACE Board of Commissioners June 21, 2022, available via link from our website at https://eurekaumboldt.org/wp-content/uploads/2022/07/RepositioningPlan2022.06.21.pdf as addendum to this PHA Plan.</p> <p>(c) If using Project-Based Vouchers, provide the projected number of project-based units, general locations, and describe how project-basing would be consistent with the PHA Plan.</p> <p>We do not anticipate using any project based vouchers in 2025 related to redeveloped units. However, in subsequent years we would seek to convert any TPVs to PBVs and also add more PBVs to the redevelopment projects.</p> <p>(d) The PHA must submit its Deconcentration Policy for Field Office Review.</p> <p>Note: CA025 is not subject to the deconcentration requirement, as it is a development operated by a PHA with only one general occupancy public housing development (24 CFR 903.2(b)(2)(iii)).</p>
<p>B.2</p>	<p>Capital Improvements. Include a reference here to the most recent HUD-approved 5-Year Action Plan in EPIC and the date that it was approved.</p> <p>The most recent HUD-approved 5-Year Action Plan in EPIC is for 2021-2025, and it was approved 10/16/2023.</p>
<p>C Other Document or Certification Requirements for Annual Plan Submissions. Required in all submission years.</p>	
<p>C.1</p>	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) have comments to the PHA Plan?</p> <p>Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>

C.2	<p>Certification by State or Local Officials.</p> <p>Form HUD 50077-SL, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>				
C.3	<p>Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.</p> <p>Form HUD-50077-CRT-SM, <i>PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>				
C.4	<p>Challenged Elements. If any element of the PHA Plan is challenged, a PHA must include such information as an attachment with a description of any challenges to Plan elements, the source of the challenge, and the PHA’s response to the public.</p> <p>(a) Did the public challenge any elements of the Plan?</p> <p>Y N <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>If yes, include Challenged Elements.</p>				
D.	<p>Affirmatively Furthering Fair Housing (AFFH).</p>				
D.1	<p>Affirmatively Furthering Fair Housing.</p> <p>Provide a statement of the PHA’s strategies and actions to achieve fair housing goals outlined in an accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5). Use the chart provided below. (PHAs should add as many goals as necessary to overcome fair housing issues and contributing factors.) Until such time as the PHA is required to submit an AFH, the PHA is not obligated to complete this chart. The PHA will fulfill, nevertheless, the requirements at 24 CFR § 903.7(o) enacted prior to August 17, 2015. See Instructions for further detail on completing this item</p> <table border="1" data-bbox="196 1066 1455 1444"> <tr> <td data-bbox="196 1066 1455 1108"> <p>Fair Housing Goal:</p> </td> </tr> <tr> <td data-bbox="196 1108 1455 1444"> <p><u><i>Describe fair housing strategies and actions to achieve the goal</i></u></p> <p>The Housing Authority aims to further awareness about fair housing.</p> <p>To achieve this, we will make information available about fair housing rights and the procedures for filing fair housing complaints at locations readily accessible to the public, such as in our lobby and on our website, as well as at public outreach events.</p> </td> </tr> </table> <table border="1" data-bbox="196 1465 1455 1879"> <tr> <td data-bbox="196 1465 1455 1507"> <p>Fair Housing Goal:</p> </td> </tr> <tr> <td data-bbox="196 1507 1455 1879"> <p><u><i>Describe fair housing strategies and actions to achieve the goal</i></u></p> <p>The Housing Authority aims to continue furthering fair housing choices and take regular meaningful actions to affirmatively further and promote fair housing, improve access to opportunity, and prohibit discrimination.</p> <p>To achieve this goal, we will seek to expand housing opportunities and remove impediments to fair housing in our programs. One action to improve access to opportunity is we will better inform applicants and participants in our programs about the Reasonable Accommodation option and process.</p> </td> </tr> </table>	<p>Fair Housing Goal:</p>	<p><u><i>Describe fair housing strategies and actions to achieve the goal</i></u></p> <p>The Housing Authority aims to further awareness about fair housing.</p> <p>To achieve this, we will make information available about fair housing rights and the procedures for filing fair housing complaints at locations readily accessible to the public, such as in our lobby and on our website, as well as at public outreach events.</p>	<p>Fair Housing Goal:</p>	<p><u><i>Describe fair housing strategies and actions to achieve the goal</i></u></p> <p>The Housing Authority aims to continue furthering fair housing choices and take regular meaningful actions to affirmatively further and promote fair housing, improve access to opportunity, and prohibit discrimination.</p> <p>To achieve this goal, we will seek to expand housing opportunities and remove impediments to fair housing in our programs. One action to improve access to opportunity is we will better inform applicants and participants in our programs about the Reasonable Accommodation option and process.</p>
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Fair Housing Goal:

Describe fair housing strategies and actions to achieve the goal

N/A

Instructions for Preparation of Form HUD-50075-SM Annual Plan for Small PHAs

A. PHA Information. All PHAs must complete this section. (24 CFR §903.4)

A.1 Include the full **PHA Name, PHA Code, PHA Type, PHA Fiscal Year Beginning (MM/YYYY), PHA Inventory, Number of Public Housing Units and or Housing Choice Vouchers (HCVs), PHA Plan Submission Type,** and the **Availability of Information,** specific location(s) of all information relevant to the public hearing and proposed PHA Plan. (24 CFR §903.23(4)(e))

PHA Consortia: Check box if submitting a Joint PHA Plan and complete the table. (24 CFR §943.128(a))

B. Plan Elements. PHAs must complete this section during years where the 5-Year Plan is also due. (24 CFR §903.12)

B.1 Revision of Existing PHA Plan Elements. PHAs must:

Identify specifically which plan elements listed below that have been revised by the PHA. To specify which elements have been revised, mark the “yes” box. If an element has not been revised, mark “no.”

Statement of Housing Needs and Strategy for Addressing Housing Needs. Provide a statement addressing the housing needs of low-income, very low-income and extremely low-income families and a brief description of the PHA’s strategy for addressing the housing needs of families who reside in the jurisdiction served by the PHA and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The statement must identify the housing needs of (i) families with incomes below 30 percent of area median income (extremely low-income); (ii) elderly families (iii) households with individuals with disabilities, and households of various races and ethnic groups residing in the jurisdiction or on the public housing and Section 8 tenant-based assistance waiting lists based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data. The statement of housing needs shall be based on information provided by the applicable Consolidated Plan, information provided by HUD, and generally available data. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. Once the PHA has submitted an Assessment of Fair Housing (AFH), which includes an assessment of disproportionate housing needs in accordance with 24 CFR §5.154(d)(2)(iv), information on households with individuals with disabilities and households of various races and ethnic groups residing in the jurisdiction or on the waiting lists no longer needs to be included in the Statement of Housing Needs and Strategy for Addressing Housing Needs. (24 CFR § 903.7(a)).

The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. (24 CFR §903.7(a)(2)(i)) Provide a description of the ways in which the PHA intends, to the maximum extent practicable, to address those housing needs in the upcoming year and the PHA’s reasons for choosing its strategy. (24 CFR §903.7(a)(2)(ii))

Deconcentration and Other Policies that Govern Eligibility, Selection and Admissions. Describe the PHA’s admissions policy for deconcentration of poverty and income mixing of lower-income families in public housing. The Deconcentration Policy must describe the PHA’s policy for bringing higher income tenants into lower income developments and lower income tenants into higher income developments. The deconcentration requirements apply to general occupancy and family public housing developments. Refer to 24 CFR §903.2(b)(2) for developments not subject to deconcentration of poverty and income mixing requirements. 24 CFR §903.7(b) Describe the PHA’s procedures for maintaining waiting lists for admission to public housing and address any site-based waiting lists. 24 CFR §903.7(b) A statement of the PHA’s policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV. (24 CFR §903.7(b) Describe the unit assignment policies for public housing. 24 CFR §903.7(b)

Financial Resources. A statement of financial resources, including a listing by general categories, of the PHA’s anticipated resources, such as PHA operating, capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program and state the planned use for the resources. (24 CFR §903.7(c))

Rent Determination. A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units, including applicable public housing flat rents, minimum rents, voucher family rent contributions, and payment standard policies. (24 CFR §903.7(d))

Homeownership Programs. A description of any homeownership programs (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval. For years in which the PHA's 5-Year PHA Plan is also due, this information must be included only to the extent that the PHA participates in homeownership programs under section 8(y) of the 1937 Act. ([24 CFR §903.7\(k\)](#)) and 24 CFR §903.12(b).

Substantial Deviation. PHA must provide its criteria for determining a "substantial deviation" to its 5-Year Plan. ([24 CFR §903.7\(r\)\(2\)\(i\)](#))

Significant Amendment/Modification. PHA must provide its criteria for determining a "Significant Amendment or Modification" to its 5-Year and Annual Plan. For modifications resulting from the Rental Assistance Demonstration (RAD) program, refer to the 'Sample PHA Plan Amendment' found in Notice PIH-2012-32 REV-3, successor RAD Implementation Notices, or other RAD Notices.

If any boxes are marked "yes", describe the revision(s) to those element(s) in the space provided.

PHAs must submit a Deconcentration Policy for Field Office review. For additional guidance on what a PHA must do to deconcentrate poverty in its development and comply with fair housing requirements, see [24 CFR 903.2](#). ([24 CFR §903.23\(b\)](#))

B.2 New Activities. If the PHA intends to undertake any new activities related to these elements or discretionary policies in the current Fiscal Year, mark "yes" for those elements, and describe the activities to be undertaken in the space provided. If the PHA does not plan to undertake these activities, mark "no."

HOPE VI or Choice Neighborhoods. 1) A description of any housing (including project name, number (if known) and unit count) for which the PHA will apply for HOPE VI; and 2) A timetable for the submission of applications or proposals. The application and approval process for Hope VI is a separate process. See guidance on HUD's website at: https://www.hud.gov/program_offices/public_indian_housing/programs/ph/hope6. ([Notice PIH 2011-47](#))

Mixed Finance Modernization or Development. 1) A description of any housing (including name, project number (if known) and unit count) for which the PHA will apply for Mixed Finance Modernization or Development; and 2) A timetable for the submission of applications or proposals. The application and approval process for Mixed Finance Modernization or Development is a separate process. See guidance on HUD's website at: https://www.hud.gov/program_offices/public_indian_housing/programs/ph/hope6/mfph#4

Demolition and/or Disposition. Describe any public housing projects owned by the PHA and subject to ACCs (including name, project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition; and (2) A timetable for the demolition or disposition. This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed. The application and approval process for demolition and/or disposition is a separate process. See guidance on HUD's website at: http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm. ([24 CFR §903.7\(h\)](#))

Conversion of Public Housing under the Voluntary or Mandatory Conversion programs. Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA is required to convert or plans to voluntarily convert to tenant-based assistance; 2) An analysis of the projects or buildings required to be converted; and 3) A statement of the amount of assistance received to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/centers/sac/conversion.cfm>. ([24 CFR §903.7\(j\)](#))

Conversion of Public Housing under the Rental Assistance Demonstration (RAD) program. Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA plans to voluntarily convert to Project-Based Rental Assistance or Project-Based Vouchers under RAD. See additional guidance on HUD's website at: [Notice PIH 2012-32 REV-3, successor RAD Implementation Notices, and other RAD notices.](#)

Project-Based Vouchers. Describe any plans to use HCVs for new project-based vouchers. ([24 CFR §983.57\(b\)\(1\)](#)) If using project-based vouchers, provide the projected number of project-based units and general locations, and describe how project-basing would be consistent with the PHA Plan ([24 CFR §903.7\(b\)](#)).

Units with Approved Vacancies for Modernization. The PHA must include a statement related to units with approved vacancies that are undergoing modernization in accordance with [24 CFR §990.145\(a\)\(1\)](#).

Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).

B.3 Progress Report. For all Annual Plans following submission of the first Annual Plan, a PHA must include a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year PHA Plan. ([24 CFR §903.7\(r\)\(1\)](#))

B.4 Capital Improvements. PHAs that receive funding from the Capital Fund Program (CFP) must complete this section. ([24 CFR §903.7 \(g\)](#)). To comply with this requirement, the PHA must reference the most recent HUD approved Capital Fund 5 Year Action Plan in EPIC and the date that it was approved. PHAs can reference the form by including the following language in the Capital Improvement section of the appropriate Annual or Streamlined PHA Plan Template: "See Capital Fund 5 Year Action Plan in EPIC approved by HUD on XX/XX/XXXX."

B.5 Most Recent Fiscal Year Audit. If the results of the most recent fiscal year audit for the PHA included any findings, mark "yes" and describe those findings in the space provided. ([24 CFR §903.7\(p\)](#))

B. Annual Plan Elements Submitted All Other Years (Years 1-4). PHAs must complete this section during years where the 5-Year Plan is also due. ([24 CFR §903.12](#))

B.1 New Activities. If the PHA intends to undertake any new activities related to these elements in the current Fiscal Year, mark "yes" for those elements, and describe the activities to be undertaken in the space provided. If the PHA does not plan to undertake these activities, mark "no."

Hope VI or Choice Neighborhoods. 1) A description of any housing (including project number (if known) and unit count) for which the PHA will apply for HOPE VI or Choice Neighborhoods; and 2) A timetable for the submission of applications or proposals. The application and approval process for

Hope VI or Choice Neighborhoods is a separate process. See guidance on HUD's website at:

https://www.hud.gov/program_offices/public_indian_housing/programs/ph/hope6. (Notice PIH 2010-30)

Mixed Finance Modernization or Development. 1) A description of any housing (including project number (if known) and unit count) for which the PHA will apply for Mixed Finance Modernization or Development; and 2) A timetable for the submission of applications or proposals. The application and approval process for Mixed Finance Modernization or Development is a separate process. See guidance on HUD's website at:

<http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>. (Notice PIH 2010-30)

Demolition and/or Disposition. With respect to public housing only, describe any public housing development(s), or portion of a public housing development projects, owned by the PHA and subject to ACCs (including project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition approval under section 18 of the 1937 Act (42 U.S.C. 1437p); and (2) A timetable for the demolition or disposition. This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed as described in the PHA's last Annual and/or 5-Year PHA Plan submission. The application and approval process for demolition and/or disposition is a separate process. Approval of the PHA Plan does not constitute approval of these activities. See guidance on HUD's website at: http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm. (24 CFR §903.7(h))

Conversion of Public Housing under the Voluntary or Mandatory Conversion programs. Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA is required to convert or plans to voluntarily convert to tenant-based assistance; 2) An analysis of the projects or buildings required to be converted; and 3) A statement of the amount of assistance received to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD's website at:

<http://www.hud.gov/offices/pih/centers/sac/conversion.cfm>. (24 CFR §903.7(j))

Conversion of Public Housing under the Rental Assistance Demonstration (RAD) program. Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA plans to voluntarily convert to Project-Based Rental Assistance or Project-Based Vouchers under RAD. See additional guidance on HUD's website at: [Notice PIH 2012-32 REV-3, successor RAD Implementation Notices, and other RAD notices.](#)

Project-Based Vouchers. Describe any plans to use HCVs for new project-based vouchers. (24 CFR §983.57(b)(1)) If using project-based vouchers, provide the projected number of project-based units and general locations and describe how project-basing would be consistent with the PHA Plan.

Units with Approved Vacancies for Modernization. The PHA must include a statement related to units with approved vacancies that are undergoing modernization in accordance with [24 CFR §990.145\(a\)\(1\)](#).

Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).

B.2 Capital Improvements. PHAs that receive funding from the Capital Fund Program (CFP) must complete this section. (24 CFR §903.7 (g)). To comply with this requirement, the PHA must reference the most recent HUD approved Capital Fund 5 Year Action Plan in EPIC and the date that it was approved. PHAs can reference the form by including the following language in the Capital Improvement section of the appropriate Annual or Streamlined PHA Plan Template: "See Capital Fund 5 Year Action Plan in EPIC approved by HUD on XX/XX/XXXX."

C. Other Document and/or Certification Requirements.

C.1 Resident Advisory Board (RAB) comments. If the RAB had comments on the annual plan, mark "yes," submit the comments as an attachment to the Plan and describe the analysis of the comments and the PHA's decision made on these recommendations. (24 CFR §903.13(c), 24 CFR §903.19)

C.2 Certification by State of Local Officials. Form HUD-50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, must be submitted by the PHA as an electronic attachment to the PHA Plan. (24 CFR §903.15). Note: A PHA may request to change its fiscal year to better coordinate its planning with planning done under the Consolidated Plan process by State or local officials as applicable.

C.3 Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan. Provide a certification that the following plan elements have been revised, provided to the RAB for comment before implementation, approved by the PHA board, and made available for review and inspection by the public. This requirement is satisfied by completing and submitting form HUD-50077 CRT-SM, *PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed*. Form HUD-50077 CRT-SM, *PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed* must be submitted by the PHA as an electronic attachment to the PHA Plan. This includes all certifications relating to Civil Rights and related regulations. A PHA will be considered in compliance with the certification requirement to affirmatively further fair housing if the PHA fulfills the requirements of §§ 903.7(o)(1) and 903.15(d) and: (i) examines its programs or proposed programs; (ii) identifies any fair housing issues and contributing factors within those programs, in accordance with 24 CFR 5.154; or 24 CFR 5.160(a)(3) as applicable (iii) specifies actions and strategies designed to address contributing factors, related fair housing issues, and goals in the applicable Assessment of Fair Housing consistent with 24 CFR 5.154 in a reasonable manner in view of the resources available; (iv) works with jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; (v) operates programs in a manner consistent with any applicable consolidated plan under 24 CFR part 91, and with any order or agreement, to comply with the authorities specified in paragraph (o)(1) of this section; (vi) complies with any contribution or consultation requirement with respect to any applicable AFH, in accordance with 24 CFR 5.150 through 5.180; (vii) maintains records reflecting these analyses, actions, and the results of these actions; and (viii) takes steps acceptable to HUD to remedy known fair housing or civil rights violations. impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction. (24 CFR §903.7(o)).

C.4 Challenged Elements. If any element of the Annual PHA Plan or 5-Year PHA Plan is challenged, a PHA must include such information as an attachment to the Annual PHA Plan or 5-Year PHA Plan with a description of any challenges to Plan elements, the source of the challenge, and the PHA's response to the public.

D. Affirmatively Furthering Fair Housing (AFFH).

D.1 Affirmatively Furthering Fair Housing. The PHA will use the answer blocks in item D.1 to provide a statement of its strategies and actions to implement each fair housing goal outlined in its accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5) that states, in relevant part: “To implement goals and priorities in an AFH, strategies and actions shall be included in program participants’ ... PHA Plans (including any plans incorporated therein) Strategies and actions must affirmatively further fair housing” Use the chart provided to specify each fair housing goal from the PHA’s AFH for which the PHA is the responsible program participant – whether the AFH was prepared solely by the PHA, jointly with one or more other PHAs, or in collaboration with a state or local jurisdiction – and specify the fair housing strategies and actions to be implemented by the PHA during the period covered by this PHA Plan. If there are more than three fair housing goals, add answer blocks as necessary.

Until such time as the PHA is required to submit an AFH, the PHA will not have to complete section D., nevertheless , the PHA will address its obligation to affirmatively further fair housing in part by fulfilling the requirements at 24 CFR 903.7(o)(3) enacted prior to August 17, 2015, which means that it examines its own programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with local jurisdictions to implement any of the jurisdiction’s initiatives to affirmatively further fair housing that require the PHA’s involvement; and maintain records reflecting these analyses and actions. Furthermore, under Section 5A(d)(15) of the U.S. Housing Act of 1937, as amended, a PHA must submit a civil rights certification with its Annual PHA Plan, which is described at 24 CFR 903.7(o)(1) except for qualified PHAs who submit the Form HUD-50077-CR as a standalone document.

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the 5-Year and Annual PHA Plan. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA’s operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA’s mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families.

Public reporting burden for this information collection is estimated to average 7.02 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality.

Housing Authority of the City of Eureka

PHA Goals

5-Year Goals, 2021-2025

In addition to annual goals which are developed and/or updated with input from the Resident Advisory Board, Board of Commissioners, PHA staff, and any community input, the Housing Authority of the City of Eureka, with input from the aforementioned parties, has established these overarching long-term goals for our housing and related services.

Goal One: **Redevelopment**

Background:

Previously, the PHA agreed to explore repositioning of the entire 198-unit Public Housing portfolio through various HUD processes, such as demolition and disposition, streamlined voluntary conversion, etc. and that, considering input from the public, tenants, consultants, and other available information sources, and in alignment with the City of Eureka Housing Element, staff would make a recommendation to the Board of Commissioners with whichever process is most advantageous and economically feasible to the agency.

During 2021-2022, PHA staff worked with consultants under a HUD-funded technical assistance contract (TAC) to explore and define repositioning options. A formal repositioning plan was created, which was approved by the board of commissioners June 21, 2022. This plan establishes policy for future repositioning action, and is included as an addendum to this PHA plan.

In January 2023, PHA issued an RFQ to seek a development partner. Submissions for the RFQ were reviewed and ranked, with the recommended development partner approved by the Board of Commissioners in June 2023.

The PHA will continue to work toward repositioning its Public Housing portfolio. This includes working with a development partner, obtaining financing, submitting applications to HUD's Special Application Center (SAC), doing community outreach, holding consultation meetings with tenants and establishing plans to rehouse tenants as needed, and communicating with the city at large.

Additionally, the PHA may need to remove units from inventory temporarily or permanently during the next five years. Units may be taken offline temporarily with approved vacant status from HUD while undergoing modernization, prior to a SAC application with HUD. They may also be removed from circulation and be designated non-dwelling units with approval from HUD in order to provide for Administrative Uses, such as additional maintenance storage and/or office space.

2024 Update: PHA, in collaboration with Brinshore and Operative Office (Development Partners) has begun the repositioning process with plans for “Green Phase” (3230 Hiler Street), Master Plan (7.4 acres south of Harris Street), and “Blue Phase” (12 units at C & Clark Streets). Development Partners are working on project designs, approvals with the City of Eureka, and obtaining Financing. A tax credit application was submitted to TCAC for Green Phase. Any phase is expected to take approximately 24 months from the point of tax-credit approval.

Goal Two:

Community Partners

The PHA will continue to work with community agencies to develop and strengthen partnerships with other service providers, to seek referrals for clients who are in danger of losing their housing or otherwise needing assistance. The PHA aims to house people and keep them housed; to that end, the support of service providers is often necessary and helpful. The PHA will make every effort to connect residents with local agencies by providing relevant information.

The PHA will provide a list of community agencies and service providers to tenants with notices to correct to help them access relevant support to help them retain their housing.

2024 Update: Assistance has been obtained for several tenants from outside agencies in order to get needed housing supports or move to other housing that would be better long-term situations and prevent eviction filings. Additionally, tenants have received referrals to other outside agencies to help them retain their housing. Examples of local supportive agencies that worked with tenants include DHHS, IHSS, PACE, Senior Resource Center, APS, CWS, churches, schools, and EPD.

Goal Three:

Access to Services

The PHA will work to improve the ease of access to our services. We will continue to review information format and delivery methods to achieve greater efficiency and effectiveness in program delivery,

optimize ease of use and understanding by applicants and participants, and make program information more accessible, e.g. by simplifying forms and processes, increasing the use of our website and implementing other available technologies.

Annually, the PHA will do a review/assessment of our website as well as manual processes including most used forms/data and ensure that the most widely used resources are made available on the website.

We have been consistently adding new information as it is available and necessary to share with the public. Multiple staff are now trained in how to publish updates to the website. We regularly publish board agendas, plan updates, RFPs, and job advertisements, along with the ongoing availability of common forms and program information.

2024 Update: The website is updated on a regular basis to reflect the latest information available to the public. New information is included on the home page as well as in the relevant topic section of the website.

Goal Four: **Equal Opportunity & Fair Housing**

The PHA is always mindful of providing fair and equitable opportunities for current and future residents in accordance with state and federal law.

We will review/update processes as necessary and undertake affirmative measures to ensure access to affordable housing regardless of any protected class status. We will work to ensure housing is accessible to persons with all varieties of disabilities. All staff will be trained annually on fair housing and equal opportunity. Additionally, we will get common/standard forms translated to meet the needs of groups identified in our Language Access Plan.

2024 Update: All staff completed fair housing and equal opportunity training in 2024. Additionally, over the course of several outreach meetings, we gained experience using interpretation services, and we have provided several translated documents and presentations. HACE will continue to work toward translating common documents into Spanish, consistent with our LEP, and provide interpretation services as needed.

Goal Five: **Sustainability**

The PHA will constantly work to achieve and maintain financial and environmental sustainability.

Financially, this will be done through controlling expenditures, seeking greater efficiencies of internal operations, seeking additional revenue sources, and balancing the needs of tenants with the appropriate level of affordable housing amenities.

Environmentally, we will seek opportunities for savings, e.g. through water efficient landscape improvements and other energy efficiency measures.

As we take further steps toward repositioning Public Housing, we will maintain focus on both financial and environmental sustainability in our approach.

2024 Update: Key metrics are discussed at monthly management meetings to discuss/reveal potential improvements in financial and operational efficiency. With repositioning activity, we are working toward highly energy efficient units.

Goal Six:

Investment in PHA Team

Ongoing training of PHA staff has long been an annual requirement. With expected growth of PHA programs, training will become even more critical.

We will continue to use training programs, such as online training, as well as seek additional modes of training delivery, including offsite seminars, internal team training, and self-paced training options supported by management follow-up.

Staff will also be cross trained as available, to support staff career goals, strengthen staff's capacity to move up through available positions, and support agency succession planning capability.

2024 Update: All departments have worked to actively cross-train staff so they may back each other up in the event of any staff absences. Additionally, staff have actively sought out and attended various training opportunities, both in person and online, to stay current with myriad changes at HUD.

Goal Seven:

Technology

The PHA will continue to invest in technology upgrades and additions to ensure digital security, expand digital storage, and improve efficiency, flexibility, and customer service.

We will look for opportunities to expand our Tenant Portal, as possible, beyond work-order requests and payment submissions.

We will provide a computer kiosk at our PHA office for applicant and tenant self-service, such as making payments online, obtaining recertification paperwork, and completing other online forms.

The PHA will work to enhance our online presence and availability, through regular updates to our website and utilizing social media and other communication tools to disseminate current and critical information to our residents, community, and other partners.

2024 Update: One interview room connected to our office lobby has been converted for tenant use, to print paperwork needed for applications and recertification. Client response has been positive, so we will continue to offer this resource.

Goal Eight

Customer Feedback

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

We will provide an annual survey to tenants to ask for their feedback and input on specific areas of focus.

We will implement a standard feedback process for any parties concerned for reporting issues, suggesting changes, and otherwise seeking answers.

2024 Update: A Customer Service Survey link has been added to our website home page as a standard feedback option. Additionally, an online survey was emailed to tenants and voucher clients. Responses, which were primarily positive, were shared with the board at the 08/19/2024 meeting. We will continue to do this survey at least annually. Responses are still being collected and will be shared at a future date.

RESOLUTION 2007

RESOLUTION TO APPROVE ANNUAL AGENCY PLAN

WHEREAS, In order to be in compliance with regulations of the United States Department of Housing and Urban Development, Housing Authority of the City of Eureka must submit an Annual Plan and provide progress updates; and

WHEREAS, The Agency Plan has been reviewed for accuracy and completeness; and

WHEREAS, A Public Notice was published stating the Draft Agency Plan was available for review at the Housing Authority office from May 30, 2024 through July 15, 2024, and available on the Housing Authority of the City of Eureka website and front lobby of the Housing Authority office; and

WHEREAS, The Public Hearing was held on July 16, 2024; and

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

NOW, THEREFORE, BE IT RESOLVED, That the Commissioners of the Housing Authority of the City of Eureka do hereby approve the Annual Agency Plan for 2025 as submitted for review.

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

September 16, 2024

Agenda Item 8b

Memorandum

To: Commissioners

From: Cheryl Churchill, Executive Director

Subject: Admissions and Continued Occupancy Policy (ACOP) Update

BACKGROUND AND HISTORY:

The last ACOP revision was done a year ago. In order to incorporate recent HUD changes for the Housing Opportunity Through Modernization Act of 2016 (HOTMA) of regulations, definitions, and policies, we have done a full review and update. Necessary updates have been included in the draft ACOP update to ensure it complies with current federal regulations and reflects our local policies and procedures.

What is HOTMA: The Housing Opportunity Through Modernization Act of 2016 amends several sections of the United States Housing Act of 1937, bringing forward substantial changes and reforms to several federal housing programs. This includes other HUD programs like Section 8 Housing Choice Voucher Program (HCV) and Section 9 Public Housing Program. Full compliance with HOTMA is required by January 01, 2025.

With nearly 500 pages in the ACOP, reviewing it in detail is an onerous task. As such, the attached summary is provided to highlight significant changes in either HUD standard language and policy or local PHA policy.

Link to redlined draft ACOP on our website:

<https://eurekahumboldtha.org/wp-content/uploads/2024/08/ACOP-Update-09.2024.pdf>

A public hearing was held on August 27, 2024. No comments were received regarding the draft ACOP.

Impact to Personnel:

The redlined version of the ACOP has been provided to personnel to familiarize them with proposed changes. As the majority of changes are in HUD definitions, the impact to policy and handling by personnel is minimal.

Fiscal Impact:

None.

Alternatives:

None; ACOP updates are required in order to be in compliance with HUD requirements.

STAFF RECOMMENDATION:

Staff recommends that the Board approve the updated ACOP for adoption.

Summary of Significant Updates/ Changes to the ACOP September 2024

Chapter 3	Eligibility	HUD has new requirements regarding net asset and property ownership restrictions/limits.
	Family definition	Definition has been updated to include a displaced person, as well as an otherwise eligible youth who has attained at least 18 years of age and not more than 24 years of age and who has left foster care, or will leave foster care within 90 days, and is homeless or is at risk of becoming homeless at age 16 or older.
	Family consent to release of information	Updated to add policy that the family’s revocation of consent to allow the PHA to access records from financial institutions will result in denial of admission. (Consent is required by HUD for PHA to obtain information necessary in administration of the public housing program.)
	Restriction on assistance based on assets	HUD has new limitations on who may be assisted. A family may not be assisted if they have net assets greater than \$100,000. Additionally, if a family owns real property that is suitable as a residence for the family, that family may not be assisted. Certain exceptions may apply .
Chapter 6	Annual income calculation	HUD has updated what is included in annual income calculations; it includes all amounts not specifically excluded in 24 CFR 5.609(b).
	Earned income	Clarification is provided regarding what is included in annual income, and whose income is included.

Earned income disallowance	EID will sunset on January 1, 2026. No families are eligible for EID after December 31, 2023.
Business and self-employment income	Further clarification was added to define self employment income and income received as an independent contractor.
Student financial assistance	Further clarification was added to define what types of student financial assistance should be included in or excluded from income calculations.
Periodic payments and lump sum payments	Clarification was provided regarding when periodic payments and/or lump sum payments should be included in income calculations
Retirement accounts	Clarification was provided regarding what income from retirement accounts is included in income.
Social Security benefits	Annual income includes all amounts actually received.
Alimony and Child support	Income includes all amounts awarded, unless the family certifies payments are not being made.
Nonrecurring income	HUD provided clarification on what is considered nonrecurring income, and which of the categories may be excluded from income calculation.
Welfare assistance	HUD provided clarification on what/when welfare assistance is included in income calculations.
State payments to allow individuals with disabilities to live at home	HUD provided clarification about when state payments are excluded from income calculations.

	Civil rights settlements	HUD added this section to document that settlements are excluded from income, but would be included in net assets.
	Additional Exclusions	HUD added further description regarding additional items that are excluded from calculating annual income.
	Part II: Assets	HUD provided clarification regarding what are assets, what assets should be included, when income from assets should be included or imputed, and how to calculate this.
	Permissive deductions	The PHA has opted not to use permissive deductions.
Chapter 8	Inspections	Information is added about HUD's newly implemented NSPIRE Inspection protocol and the requirements thereunder.
Chapter 13	Lease Terminations	<p>After a family is over-income for 24 consecutive months, the PHA will terminate the tenancy within 6 months of the PHA's final notice at the end of the 24-month period.</p> <p>Chapter provides sample notices that will go out to tenants at initial determination that household is over-income, 12-month mark, and 24-month mark.</p>

HOUSING AUTHORITY OF THE CITY OF EUREKA

RESOLUTION 2008

**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 January 01, 2025.

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

AYES:
NAYS:
ABSENT:
ABSTAIN:

Name

Name

Title

Title

Signature

Signature