



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
WWW.EUREKAHUMBOLDTHA.ORG

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

Monday, May 18, 2026, 5:45 p.m.

LOCATION

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

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 jessicavo@eurekahumboldt.org prior to the Board of Commissioners meeting; or
- Call and leave a message at (707) 443-4583 ext. 219; or
- Request to speak during Public Comment (agenda item 2), subject to applicable time limits.

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 relating 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, Tuesday, February 17, 2026

3b. Regular meeting, Monday, March 16, 2026

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 2039, Write Off of Uncollectible Debt

Recommended Board Action: *Accept and Adopt for Approval*

9. Closed Session – If needed.

10. Adjournment

Note: The next regularly scheduled meeting is June 15, 2026.

* * * 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 MEETING

Tuesday, February 17, 2026, 5:45pm

Vice-Chairperson Konkler declared a quorum present and called the meeting to order at 5:50pm.

1. Roll Call

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

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

3. Approve minutes of the board of commissioners meeting held December 15, 2025.

Motion to approve the minutes of the December 15, 2025 regular meeting made by Commissioner Byers.

Second – Commissioner Escarda

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

Vice-Chairperson Konkler declared the motion carried to approve the minutes of the regular meeting held December 15, 2025.

4. Bills and Communications: CTCAC 12/10/2025 Tax Credit Reservation Letter. Board members discussed contents of letter, confirming that the required deposit was paid.

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 briefs the board on this report noting that the development team is finalizing scope of work for rehabilitation and is also preparing the next tax credit application.

6. Reports of the Commissioners: Commissioner Escarda shared an update about visiting a local hemp crete house and the potential it has to impact local housing and economy in a positive way. Vice-Chairperson Konkler shares that he will be going to the Nelrod PHA conference in Las Vegas, and looks forward to sharing back information afterward.

7. Unfinished Business: None.

8. New Business:

8a. Resolution 2033, Authorizing the Submission of Disposition Applications to the U.S. Department of Housing and Urban Development Special Applications Center of the Green, Blue, and Red Phase Rehabilitation and Redevelopment Projects.

Recommended Board Action: *Accept and Adopt for Approval*

RESOLUTION 2033

Resolution Authorizing the Submission of Disposition Applications to the U.S. Department of Housing and Urban Development Special Applications Center for the Green, Blue, and Red Phase Rehabilitation and Redevelopment Projects

WHEREAS, the Board of Commissioners (the “Board”) of the Housing Authority of the City of Eureka (“HACE” or the “Authority”) has previously approved three resolutions authorizing the submission of Section 18 applications to the U.S. Department of Housing and Urban Development Special Applications Center (SAC) for HACE’s Green, Blue, and Red Phase (formerly "Master Plan") projects; specifically:

1. **HACE Resolution 1998** authorizing submission of a demolition and disposition application for the Green Phase project;
2. **HACE Resolution 1999** authorizing submission of a demolition application for the Master Plan project; and
3. **HACE Resolution 2000** authorizing submission of a demolition application for the Blue Phase project; and

WHEREAS, due to substantive changes in project financing, scope, and redevelopment strategy, the Green, Blue, and Red Phase (Master Plan) projects have been modified, necessitating updated Board approval; and

WHEREAS, the revised **Green Phase** project, located at or about 3230 Hiler Street in Eureka, CA, will now seek *disposition-only* approval from SAC; following disposition approval, HACE and its development partner intend to demolish the three buildings on-site, containing eight

existing public housing units, in order to redevelop the site with forty-three newly constructed affordable housing units and one manager's unit; and

WHEREAS, the revised **Blue Phase** project, located at or about 1115 C Street in Eureka, CA, will seek disposition approval from SAC; following disposition approval, HACE and its development partner intend to demolish six buildings on-site, containing twelve existing public housing units (216-224 Clark Street and 1109-1127 C Street), in order to redevelop the site with forty-three newly constructed affordable housing units and one manager's unit; additionally, one building at 1137 C Street, containing four public housing units, will undergo substantial rehabilitation; and further, a non-dwelling Boys & Girls Club building (3117 Prospect Avenue) and two non-dwelling police department units (3129 and 3135 Prospect Avenue) will be disposed of to enable redevelopment of a new community building; and

WHEREAS, the revised **Red Phase** (Master Plan) project, located at or about 3107 Prospect Avenue in Eureka, CA, will seek disposition approval from SAC; after disposition approval, HACE and its development partner intend to rehabilitate thirty-seven buildings containing ninety-seven dwelling units and one non-dwelling unit, with the non-dwelling unit to be converted back to a dwelling unit after rehabilitation; and

WHEREAS, through the Green, Blue, and Red Phase projects (collectively, the "Projects"), HACE and its development partner seek to leverage available resources to improve the quality of life for current HACE residents and expand affordable housing opportunities for the community; and

WHEREAS, the Projects are anticipated to create a net gain of sixty-seven affordable housing units in the community, including thirty-five units through the Green Phase, thirty-one units through the Blue Phase, and one unit through the Red Phase rehabilitation; and

WHEREAS, HACE has entered into an agreement with Brinshore Development ("Brinshore") to serve as the Authority's development partner for the Projects; and

WHEREAS, the Projects will be disposed of via ground leases to a development partnership, including HACE's nonprofit entity, enabling HACE to maintain long-term site control while accessing funding sources not available to traditional public housing, including low-income housing tax credits; and

WHEREAS, the Projects have been determined to meet HUD Special Applications Center Section 18 physical obsolescence justification criteria as determined by Physical Needs Assessments conducted at the properties; and

WHEREAS, the Board is asked to approve, in concept, the disposition plans for HACE's Green, Blue and Red Phase projects and to authorize the submittal of revised HUD Section 18

applications for the aforementioned projects, specifically HUD Forms 52860 and 52860-A along with required attachments; and

WHEREAS, the Authority and its relocation consultants have held numerous meetings with impacted residents of the Projects, and will continue to update residents and receive input relating to HACE’s repositioning plans; and

WHEREAS, the potential units to be identified as relocation resources will be decent, safe, and sanitary with rents no higher than those permitted by 24 CFR 970.21; and

WHEREAS, consultation regarding the proposed Projects has occurred with local government representatives, specifically Mayor Bergel’s office, which is supportive of the Projects; and

WHEREAS, HACE desires to assist Brinshore with the disposition and future rehabilitation and redevelopment of the Projects and, in furtherance thereof, seeks authorization to submit three HUD SAC Section 18 disposition applications pursuant to 24 CFR 970.17(c).

NOW THEREFORE, BE IT RESOLVED, by the Board of Commisisoners of the Housing Authority of the City of Eureka as follows:

1. The Executive Director, or her designee, is hereby authorized to prepare, execute, and submit any and all applications, certifications, agreements, and other documents to the HUD Special Applications Center, including but not limited to HUD Section 18 disposition applications (HUD Forms 52860 and 52860-A), in connection with HACE’s Green, Blue, and Red Phase projects, and to take all actions deemed necessary and appropriate to carry out the intent of this Resolution.
2. The Resolution shall be in effect from and after the date of its adoption.

Motion to approve Resolution 2033 made by Commissioner Byers.

Second – Commissioner Escarda

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

Vice-Chairperson Konkler declared the motion carried to approve Resolution 2033.

8b-8f. Resolutions 2034-2038, Declaring Certain Property as Exempt Surplus Property
Recommended Board Action: *Accept and Adopt for Approval*

HOUSING AUTHORITY OF THE CITY OF EUREKA

RESOLUTION NO. 2034

**A RESOLUTION DECLARING PROPERTY AT 3230-3254 HILER STREET AND
658-664 BURRILL STREET AS EXEMPT SURPLUS PROPERTY FOR REDEVELOPMENT OF
AFFORDABLE HOUSING**

WHEREAS, the Housing Authority of the City of Eureka (also known as HACE) ("Authority") owns property located in the City of Eureka, County of Humboldt, California and identified as Humboldt County Assessor Parcel Number 009-073-001 (the "Property"); and

WHEREAS, the Property consists of approximately 1.20 acres located at 3230-3254 Hiler Street and 658 & 664 Burrill Street in Eureka; and

WHEREAS, the Property is part of the Authority's Repositioning and Redevelopment Project for its affordable housing portfolio known as the Eureka Housing Repositioning Initiative ("Repositioning Initiative"); and

WHEREAS, the Surplus Land Act codified in Government Code section 54220 et seq., and the Updated Surplus Land Act Guidelines adopted by the California Department of Housing and Community Development require that written findings are to be made and adopted declaring property as either surplus property or exempt surplus property before a local agency may take any action to dispose of its property; and

WHEREAS, Government Code section 54221(f)(1)(F)(i), provides that property may be declared "exempt surplus property" for housing development that restricts 100 percent of the residential units to persons and families of low or moderate income, with at least 75 percent of the residential units restricted to lower income households, for a minimum of 55 years for rental housing; and

WHEREAS, none of the characteristics set forth in Government Code section 54224(f)(2) apply to the Property.

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of Eureka as follows:

Section 1. Recitals Incorporated. The above recitals and findings are incorporated herein as if set forth herein in full.

Section 2. Property No Longer Necessary. The Property, consisting of approximately 1.20 acres located at 3230-3254 Hiler Street and 658 & 664 Burrill Street in Eureka, is no longer necessary for public use in its current configuration.

Section 3. Affordability Restrictions. Pursuant to Government Code section 54221(f)(1)(F)(i), the Property shall be developed with housing that restricts 100 percent of the residential units to persons and families of low or moderate income, with at least 75 percent of the residential units restricted to lower income households, with affordable rent as defined in Health and Safety Code Sections 50052.5 or 50053, for a minimum of 55 years for rental housing.

Section 4. Declaration of Exempt Surplus Property. Pursuant to Government Code § 54221(f)(1)(F)(i), the Property is hereby declared to be exempt surplus property; and, pursuant to Government Code § 54221(f)(1)(F)(ii), such affordable housing restrictions shall be contained in a covenant or restriction recorded against the Property at the time of transfer.

Section 5. Section 54224(f)(2) Characteristics. The Board of Commissioners finds and determines that none of the characteristics set forth in Government Code section 54224(f)(2) apply to the Property.

Section 6. Authorization to Execute Documents. The Executive Director or their designee is authorized to take any actions necessary to complete the transfer of the Property for affordable housing development purposes, including submitting documentation to HCD for review and approval.

HOUSING AUTHORITY OF THE CITY OF EUREKA

RESOLUTION NO. 2035

A RESOLUTION DECLARING SCATTERED SITE PROPERTIES AS EXEMPT SURPLUS PROPERTY FOR REHABILITATION

WHEREAS, the Housing Authority of the City of Eureka (also known as HACE) ("Authority") owns property located in the City of Eureka, County of Humboldt, California and identified as Humboldt County Assessor Parcel Number(s) 009-072-001 (NW portion), 009-074-001, 009-075-001, 009-076-001, 009-083-001, 009-083-002, 009-083-003 (collectively, the "Property"); and

WHEREAS, the Properties consist of approximately 6.20 acres of scattered sites at 605-630 Burrill Street, 3106-3329 Elizabeth Street, 531-728 West Everding Street, 621-729 West Harris Street, 3221-3251 Hiler Street, and 3107-3111 and 3213-3229 Prospect Avenue; and

WHEREAS, the Property is part of the Authority's Repositioning and Redevelopment Project for its affordable housing portfolio known as the Eureka Housing Repositioning Initiative ("Repositioning Initiative"); and

WHEREAS, the Surplus Land Act codified in Government Code section 54220 et seq., and the Updated Surplus Land Act Guidelines adopted by the California Department of Housing and

Community Development require that written findings are to be made and adopted declaring property as either surplus property or exempt surplus property before a local agency may take any action to dispose of its property; and

WHEREAS, Government Code section 54221(f)(1)(F)(i), provides that property may be declared "exempt surplus property" for housing development that restricts 100 percent of the residential units to persons and families of low or moderate income, with at least 75 percent of the residential units restricted to lower income households, for a minimum of 55 years for rental housing; and

WHEREAS, none of the characteristics set forth in Government Code section 54224(f)(2) apply to the Property.

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of Eureka as follows:

Section 1. Recitals Incorporated. The above recitals and findings are incorporated herein as if set forth herein in full.

Section 2. Property No Longer Adequate. The Property, consisting of approximately 6.20 acres of scattered sites at 605-630 Burrill Street, 3106-3329 Elizabeth Street, 531-728 Everding Street, 621-729 West Harris Street, 3221-3251 Hiler Street, and 3107-3111 and 3213-3229 Prospect Avenue, is no longer adequate for continued public use in its current condition and requires substantial rehabilitation.

Section 3. Affordability Restrictions. Pursuant to Government Code section 54221(f)(1)(F)(i), the Property shall be developed with housing that restricts 100 percent of the residential units to persons and families of low or moderate income, with at least 75 percent of the residential units restricted to lower income households, with affordable rent as defined in Health and Safety Code Sections 50052.5 or 50053, for a minimum of 55 years for rental housing.

Section 4. Declaration of Exempt Surplus Property. Pursuant to Government Code § 54221(f)(1)(F)(i), the Property is hereby declared to be exempt surplus property; and, pursuant to Government Code § 54221(f)(1)(F)(ii), such affordable housing restrictions shall be contained in a covenant or restriction recorded against the Property at the time of transfer.

Section 5. Section 54224(f)(2) Characteristics. The Board of Commissioners finds and determines that none of the characteristics set forth in Government Code section 54224(f)(2) apply to the Property.

Section 6. Authorization to Execute Documents. The Executive Director or their designee is authorized to take any actions necessary to complete the transfer of the Property for affordable housing development purposes, including submitting documentation to HCD for review and approval.

HOUSING AUTHORITY OF THE CITY OF EUREKA

RESOLUTION NO. 2036

A RESOLUTION DECLARING PROPERTY AT 1115 C STREET AS EXEMPT SURPLUS PROPERTY FOR AFFORDABLE SENIOR HOUSING

WHEREAS, the Housing Authority of the City of Eureka (also known as HACE) ("Authority") owns property located in the City of Eureka, County of Humboldt, California and identified as Humboldt County Assessor Parcel Number 004-163-001 (the "Property"); and

WHEREAS, the Property is located at 1109-1127 C Street and 216 & 224 Clark Street in Eureka; and

WHEREAS, the Property is part of the Authority's Repositioning and Redevelopment Project for its affordable housing portfolio known as the Eureka Housing Repositioning Initiative ("Repositioning Initiative"); and

WHEREAS, the Surplus Land Act codified in Government Code section 54220 et seq., and the Updated Surplus Land Act Guidelines adopted by the California Department of Housing and Community Development require that written findings are to be made and adopted declaring property as either surplus property or exempt surplus property before a local agency may take any action to dispose of its property; and

WHEREAS, Government Code section 54221(f)(1)(F)(i), provides that property may be declared "exempt surplus property" for housing development that restricts 100 percent of the residential units to persons and families of low or moderate income, with at least 75 percent of the residential units restricted to lower income households, for a minimum of 55 years for rental housing; and

WHEREAS, none of the characteristics set forth in Government Code section 54224(f)(2) apply to the Property.

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of Eureka as follows:

Section 1. Recitals Incorporated. The above recitals and findings are incorporated herein as if set forth herein in full.

Section 2. Property No Longer Necessary. The Property, approximately 0.71 acres, consisting of 1109-1127 C Street and 216 & 224 Clark Street in Eureka, is no longer necessary for public use in its current configuration.

Section 3. Affordability Restrictions. Pursuant to Government Code section 54221(f)(1)(F)(i), the Property shall be developed with housing that restricts 100 percent of the

residential units to persons and families of low or moderate income, with at least 75 percent of the residential units restricted to lower income households, with affordable rent as defined in Health and Safety Code Sections 50052.5 or 50053, for a minimum of 55 years for rental housing.

Section 4. Declaration of Exempt Surplus Property. Pursuant to Government Code § 54221(f)(1)(F)(i), the Property is hereby declared to be exempt surplus property; and, pursuant to Government Code § 54221(f)(1)(F)(ii), such affordable housing restrictions shall be contained in a covenant or restriction recorded against the Property at the time of transfer.

Section 5. Section 54224(f)(2) Characteristics. The Board of Commissioners finds and determines that none of the characteristics set forth in Government Code section 54224(f)(2) apply to the Property.

Section 6. Authorization to Execute Documents. The Executive Director or their designee is authorized to take any actions necessary to complete the transfer of the Property for affordable housing development purposes, including submitting documentation to HCD for review and approval.

HOUSING AUTHORITY OF THE CITY OF EUREKA

RESOLUTION NO. 2037

A RESOLUTION DECLARING PROPERTY AT 1137 C STREET AS EXEMPT SURPLUS PROPERTY FOR REHABILITATION

WHEREAS, the Housing Authority of the City of Eureka (also known as HACE) ("Authority") owns property located in the City of Eureka, County of Humboldt, California and identified as Humboldt County Assessor Parcel Number 004-163-019 (the "Property"); and

WHEREAS, the Property is located at 1137 C Street in Eureka; and

WHEREAS, the Property is part of the Authority's Repositioning and Redevelopment Project for its affordable housing portfolio known as the Eureka Housing Repositioning Initiative ("Repositioning Initiative"); and

WHEREAS, the Surplus Land Act codified in Government Code section 54220 et seq. requires that written findings are made declaring property as either surplus property or exempt surplus property before a local agency may dispose of its property; and

WHEREAS, Government Code section 54221(f)(1)(F)(i) provides that property may be declared "exempt surplus property" for housing development that restricts 100 percent of

residential units to low or moderate income households, with at least 75 percent restricted to lower income households, for a minimum of 55 years; and

WHEREAS, the Properties are no longer adequate in their current condition and require substantial rehabilitation; and

WHEREAS, none of the characteristics set forth in Government Code section 54224(f)(2) apply to the Properties.

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of Eureka as follows:

Section 1. Recitals Incorporated. The above recitals and findings are incorporated herein as if set forth herein in full.

Section 2. Properties No Longer Adequate. The Property, consisting of approximately 0.31 acres, located at 1137 C Street, Eureka, is no longer adequate for continued public use in its current condition and requires substantial rehabilitation.

Section 3. Affordability Restrictions. Pursuant to Government Code section 54221(f)(1)(F)(i), the Properties shall be developed with housing that restricts 100 percent of the residential units to persons and families of low or moderate income, with at least 75 percent restricted to lower income households, with affordable rent as defined in Health and Safety Code Sections 50052.5 or 50053, for a minimum of 55 years.

Section 4. Declaration of Exempt Surplus Property. Pursuant to Government Code § 54221(f)(1)(F)(i), the Properties are hereby declared to be exempt surplus property; and such affordable housing restrictions shall be contained in covenants recorded against the Properties at the time of transfer.

Section 5. Section 54224(f)(2) Characteristics. The Board finds that none of the characteristics set forth in Government Code section 54224(f)(2) apply to the Properties.

Section 6. Authorization. The Executive Director is authorized to take any actions necessary to complete the transfer of the Properties for affordable housing development, including submitting documentation to HCD.

HOUSING AUTHORITY OF THE CITY OF EUREKA

RESOLUTION NO. 2038

A RESOLUTION DECLARING PROPERTY AS EXEMPT SURPLUS PROPERTY FOR EVERDING COMMUNITY CENTER/BOYS & GIRLS CLUB FACILITY

WHEREAS, the Housing Authority of the City of Eureka (also known as HACE) ("Authority") owns property located in the City of Eureka, County of Humboldt, California and identified as 3117-3135 Prospect Avenue, a portion of Humboldt County Assessor Parcel Number #009-072-001 (the "Property"); and

WHEREAS, the Property is part of the Authority's Eureka Housing Repositioning Initiative ("Repositioning Initiative"); and

WHEREAS, the Authority has selected a developer to develop the Everding Community Center/Boys & Girls Club Facility, which will provide community services and programming to residents of the affordable housing developments; and

WHEREAS, the community facility qualifies as an ancillary use that directly supports the affordable housing developments in the Repositioning Initiative, including after-school programs, educational services, recreational activities, and other supportive services for low-income families; and

WHEREAS, Government Code section 54221(f)(1)(F)(i) provides for exempt surplus property for housing development which may have ancillary commercial ground floor uses; and

WHEREAS, none of the characteristics set forth in Government Code section 54224(f)(2) apply to the Property.

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of Eureka as follows:

Section 1. Recitals Incorporated. The above recitals and findings are incorporated herein as if set forth herein in full.

Section 2. Ancillary Community Facility. The Property shall be developed as a community service facility providing ancillary services to the affordable housing residents, including after-school programs, educational services, recreational activities, and supportive services for low-income families.

Section 3. Connection to Affordable Housing. The community facility serves the residents of the Green, Red, Blue, and Purple Phase developments, all of which restrict 100 percent of residential units to low or moderate income households, with at least 75 percent restricted to lower income households, for a minimum of 55 years.

Section 4. Declaration of Exempt Surplus Property. Pursuant to Government Code § 54221(f)(1)(F)(i), the Property is hereby declared to be exempt surplus property as an ancillary use to the affordable housing developments.

Section 5. Section 54224(f)(2) Characteristics. The Board finds that none of the characteristics set forth in Government Code section 54224(f)(2) apply to the Property.

Section 6. Authorization. The Executive Director is authorized to take any actions necessary to complete the transfer of the Property, including submitting documentation to HCD.

Motion to approve Resolutions 2034 through 2038 made by Commissioner Byers.

Second – Commissioner Maschke

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

Vice-Chairperson Konkler declared the motion carried to approve Resolutions 2034, 2035, 2036, 2037, and 2038.

8g. Informational: 2026 Board of Commissioners Meeting Schedule

9. Closed Session: None needed.

10. Adjournment

There being no further business to come before the Commissioners, the meeting was adjourned at 6:19pm.

Secretary

Chairperson

MINUTES

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

Monday, March 16, 2026, 5:45pm

Chairperson Serotta declared a quorum present and called the meeting to order at 5:45pm.

1. Roll Call

Present: Chairperson Serotta
Commissioner Byers
Commissioner Escarda
Commissioner Raymond
Absent: Konkler, Maschke
Staff: Churchill, Wiesner
Public: None

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

3. Approve minutes of the board of commissioners meeting held February 17, 2026.

Minutes from the meeting held on February 17, 2026 were not approved and will be considered at the next meeting.

4. Bills and Communications:

4a. Tenant Newsletter "Housing Insider", issue January 2026

Secretary Churchill noted that this item is informational only.

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 briefs the board on this report noting that a tax credit application will be submitted in April 2026.

6. Reports of the Commissioners: None

7. Unfinished Business: None

8. New Business:

8a. Annual Meeting and Election of Officers

Recommended Board Action: *Elect officers*

Chairperson Serotta asks the Board if anyone would like to discuss or nominate someone to Chairperson and Vice Chairperson. Chairperson Serotta and Vice Chairperson Konkler (via email) have both expressed a willingness to continue in their current positions.

Motion made by Commissioner Escarda to re-elect Kali Serotta as Chairperson and to re-elect Mark Konkler as Vice Chairperson.

Second – Commissioner Byers

Roll call:

Ayes: Serotta, Byers, Escarda, Raymond

Nays: None

Abstain: None

Absent: Konkler, Maschke,

Chairperson Serotta declared the motion carried and confirmed re-election of the current Board of Commissioners officers.

9. Closed Session: None needed.

10. Adjournment

There being no further business to come before the Commissioners, the meeting was adjourned at 5:59pm.

Secretary

Chairperson

**Occupancy and Leasing Report
Apr-26**

Program	Total Units Available	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26	Wait List End of Month
HOUSING AUTHORITY OF THE CITY OF EUREKA														
Public Housing	195	187	185	186	185									1054
Eureka Family Housing	51	49	48	47	47									1033
Eureka Senior Housing	22	22	21	21	21									211
Total City Units	268	258	254	254	253	0	0	0	0	0	0	0	0	

HOUSING AUTHORITY OF THE COUNTY OF HUMBOLDT

Vouchers - Program Allocation vs. Utilization

Housing Choice Vouchers	1234	890	882	877	872									1620	1
VASH Vouchers	95	88	86	87	89									N/A	
Mainstream vouchers	75	71	71	69	70									N/A	2
Emergency Housing Vouchers (EHV)	182	102	99	96	97									N/A	3
FYI Foster Youth to Independence (2026)	3	0	0	0	0									N/A	8
Total All Vouchers	1589	1151	1138	1129	1128	0	0	0	0	0	0	0	0		

Waitlist Closed 3/28/25

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

PBV-VASH - Bayview Heights (Eureka)	22	22	20	20	21									N/A	4
PBV-HCV - Bayview Heights (Eureka)	3	2	2	2	2									2	4
PBV-HCV - Sorrell Place (Arcata)	5	5	5	5	5									368	5
PBV-HCV - Providence (Eureka)	42	37	37	37	37									N/A	6
PBV-HCV - Key Me Ek (Eureka)	13	13	13	13	12									N/A	8
PBV-HCV - Laurel Canyon	35	35	34	34	35									186	9
Total Project Based Vouchers	120	114	111	111	112	0	0	0	0	0	0	0	0		

Vouchers issued but not under contract, end of month (aka "Searching")	7
--	---

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. HACE is starting a plan of held vacancies in the 25-1/Prospect Street units to facilitate rehabilitation plans in later 2026.
- 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; no new vouchers after 9/30/2023.
- Bayview Heights - 25 PBVs for veterans at 4th & C Street, Eureka; contract signed 6/30/2020. 3 vouchers reserved for non-VASH prioritized clients, pulled from waitlist.
- Sorrell Place - 5 PBV units for extremely low income households; 7th & I Street, Arcata; contract signed 6/1/2022.
- Providence Mother Bernard House - 42 PBV units based on referral from CoC; contract signed 1/8/2024.
- Laurel Canyon (7th & Myrtle Ave.) - 35 senior PBV units; contract signed 12/7/2023.
- Key-Me-Ek - 13 PBV units based on referral from CoC; contract signed 11/1/2024.
- FYI Vouchers (Foster Youth to Independence) - DHHS and HACH entered an MOU in 2025 to request and administer FYI vouchers. Up to 25 vouchers can be requested per year; first 3 vouchers requested in 2025 and funded Q1-2026.

HOUSING AUTHORITY OF THE COUNTY OF HUMBOLDT
All Voucher Programs
For the month of March 2026

	January	February	March	Total
Traditional HCV & VASH (Includes PBVs and FYI)				
A HAP income (budget authority)	\$ 785,634	\$ 785,634	\$ 785,634	\$ 2,356,901
HAP expenses	(775,054)	(770,614)	(765,780)	(2,311,448)
Surplus (Deficit)	<u>10,580</u>	<u>15,020</u>	<u>19,854</u>	<u>45,453</u>
B % Total income utilized	98.65%	98.09%	97.47%	98.07%
Administrative/Other Income	115,892	100,837	100,774	317,502
Operating expenses	(95,725)	(86,361)	(92,929)	(275,015)
Surplus (Deficit)	<u>20,167</u>	<u>14,476</u>	<u>7,845</u>	<u>42,487</u>
Remaining HAP Cash	10,950	8,580	18,528	
Remaining Non-HAP Cash	<u>1,011,428</u>	<u>1,012,302</u>	<u>1,020,956</u>	
Total HCV Cash	<u>1,022,378</u>	<u>1,020,882</u>	<u>1,039,484</u>	
Cash Increase/(Decrease)	25,270	(1,496)	18,602	
# of Households Assisted	978	968	964	2,910
Average HAP Payment	\$ 792	\$ 796	\$ 794	\$ 794
Mainstream (disabled & non-elderly)				
A HAP income (budget authority)	\$ 56,829	\$ 56,829	\$ 51,816	\$ 165,474
HAP expenses	(58,287)	(58,339)	(56,274)	(172,900)
Surplus (Deficit)	<u>(1,458)</u>	<u>(1,510)</u>	<u>(4,458)</u>	<u>(7,426)</u>
B % Total income utilized	102.57%	102.66%	108.60%	104.49%
Administrative/Other Income	6,653	6,648	6,655	19,957
Operating expenses	(5,718)	(5,601)	(6,470)	(17,788)
Surplus (Deficit)	<u>935</u>	<u>1,048</u>	<u>185</u>	<u>2,168</u>
D Remaining HAP Cash	1,374	(12,200)	1,734	
Remaining Non-HAP Cash	<u>75,538</u>	<u>76,355</u>	<u>55,553</u>	
Total MSV Cash	<u>76,912</u>	<u>64,155</u>	<u>57,287</u>	
Cash Increase/(Decrease)	1,371	(12,758)	(6,868)	
# of Households Assisted	71	71	69	211
Average HAP Payment	\$ 821	\$ 822	\$ 816	\$ 819
Emergency Housing Vouchers (EHVs)				
HAP income (budget authority)	\$ 112,044	\$ 112,044	\$ 112,044	\$ 336,132
HAP expenses	(95,006)	(91,038)	(90,200)	(276,244)
Surplus (Deficit)	<u>17,038</u>	<u>21,006</u>	<u>21,844</u>	<u>59,888</u>
C % Total income utilized	84.79%	81.25%	80.50%	82.18%
Administrative/Other Income	13,288	13,238	12,166	38,692
Operating expenses	(9,379)	(9,607)	(10,673)	(29,660)
Surplus (Deficit)	<u>3,908</u>	<u>3,630</u>	<u>1,494</u>	<u>9,032</u>
Remaining HAP Cash	19,084	19,719	28,256	

HOUSING AUTHORITY OF THE COUNTY OF HUMBOLDT
All Voucher Programs
For the month of March 2026

	January	February	March	Total
Remaining Non-HAP Cash	153,757	172,019	174,073	
Total EHV Cash	172,840	191,738	202,329	
Cash Increase/(Decrease)	14,086	18,898	10,590	
# of Households Assisted	102	99	96	297
Average HAP Payment	\$ 931	\$ 920	\$ 940	\$ 930
Total All Voucher Programs				
A HAP income (budget authority)	\$ 954,507	\$ 954,507	\$ 949,494	\$ 2,858,507
HAP expenses	(928,347)	(919,991)	(912,254)	(2,760,592)
Surplus (Deficit)	26,160	34,516	37,240	97,915
B % Total income utilized	97.26%	96.38%	96.08%	96.57%
Administrative/Other Income	135,833	120,722	119,595	376,150
Operating expenses	(110,822)	(101,569)	(110,071)	(322,463)
Surplus (Deficit)	25,011	19,153	9,524	53,688
Remaining HAP Cash	31,407 #	16,099 #	48,518	
Remaining Non-HAP Cash	1,240,724 #	1,260,676 #	1,250,582	
Total Program Cash	1,272,131	1,276,775	1,299,099	
Cash Increase/(Decrease)	40,728 #	4,644 #	22,324	
# of Households Assisted	1,151	1,138	1,129	3,418
Average HAP Payment	\$ 807	\$ 808	\$ 808	\$ 808

Notes

- A** Includes 3 FYI vouchers issued.
- B** HCV and MSV voucher issuance on hold. Expecting spending to be near, or below 100% until future issuance can resume. Special
- C** No longer issuing EHV vouchers. Budget authority extends through 2026, with any remaining reserves funding vouchers through
- D** HAP cash on hand is minimal, but HAP advances are available through HUD. Restricted cash position may go "negative" while waiting for HUD advance HAP deposits and is temporarily funded with excess unrestricted funds.
HUD Held Reserves estimated as of 04/21/2026
HCV - \$0
MSV - \$0
EHV - \$1,209,203
*Reserves will be utilized to fund budget authority for remaining EHV program months.

Housing Choice Vouchers

	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>
January	917	918	903	882	866	884	866	843	877	1005	978
February	921	919	898	894	867	875	858	844	926	1002	968
March	923	918	896	897	861	875	862	844	934	1005	964
April	928	919	908	895	859	873	858	844	934	1013	
May	927	917	905	895	850	873	861	838	947	1009	
June	930	914	898	892	853	868	864	841	954	1004	
July	924	919	895	882	873	865	856	849	973	999	
August	923	917	888	879	872	864	854	847	976	992	
September	927	913	888	872	883	864	851	846	984	989	
October	934	906	888	866	888	862	846	844	985	989	
November	928	903	887	881	890	866	839	839	992	988	
December	925	902	882	877	887	857	842	838	1003	983	
Average	926	914	895	884	871	869	855	843	957	998	970
UML's	11,107	10,965	10,736	10,612	10,449	10,426	10,257	10,117	11,485	11,978	2,910

Mainstream Vouchers

						<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>
January							27	43	51	55	71
February							27	45	53	59	71
March							28	48	54	64	69
April							29	50	54	68	
May							31	50	55	69	
June							32	51	55	71	
July							36	52	54	71	
August						4	37	53	55	71	
September						15	36	50	55	70	
October						18	37	51	57	69	
November						24	38	50	58	70	
December						27	39	51	56	70	
Average						21	33	50	55	67	70
UML's						88	397	594	657	807	211

Emergency Housing Vouchers

						<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>
January							5	86	145	128	102
February							11	100	146	124	99
March							15	102	144	123	96
April							18	108	143	118	
May							23	111	142	116	
June							30	114	141	112	
July							38	127	142	111	
August							42	127	143	112	
September							46	137	144	109	
October							64	135	142	109	
November							69	141	135	109	
December						4	80	147	131	106	
Average						4	37	120	142	115	99
UML's						4	441	1435	1698	1377	297

Total All Voucher Programs

	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>
January	917	918	903	882	866	884	898	972	1073	1188	1151
February	921	919	898	894	867	875	896	989	1125	1185	1138
March	923	918	896	897	861	875	905	994	1132	1192	
April	928	919	908	895	859	873	905	1002	1131	1199	
May	927	917	905	895	850	873	915	999	1144	1194	
June	930	914	898	892	853	868	926	1006	1150	1187	
July	924	919	895	882	873	865	930	1028	1169	1181	
August	923	917	888	879	872	868	933	1027	1174	1175	
September	927	913	888	872	883	879	933	1033	1183	1168	
October	934	906	888	866	888	880	947	1030	1184	1167	
November	928	903	887	881	890	890	946	1030	1185	1167	
December	925	902	882	877	887	888	961	1036	1190	1159	
Average	926	914	895	884	871	894	925	1,012	1,153	1,180	1,139
UML's	11,107	10,965	10,736	10,612	10,449	10,518	11,095	12,146	13,840	14,162	3,418

Housing Authority of the City of Eureka (HACE)
Repositioning Updates 04/2026

Date	Description
Accomplishments	
04/2026	<ul style="list-style-type: none"> • Development team continues to refine scope and budget for all phases in process (Red, Green, Blue, Purple, ECC) • Received feedback from preliminary reviews with city for new Community Center/Boys and Girls Club building • Started preliminary Surplus Lands Act review with HCD
Issues	
	<ul style="list-style-type: none"> • None currently noted
Risks	
Ongoing	<ul style="list-style-type: none"> • Possibility that Blue Phase (C & Clark) may not be awarded tax credits in June; would have to reapply in September and move forward with closing on financing for Green Phase only. • Unquantifiable risk that potential cuts in HCV funding would impact availability of vouchers and voucher funding. • Unquantifiable risk that prices of materials will continue to rise, causing a larger gap in funding available both as we work to fully finance the project based on today’s projections, and again as construction occurs.
Next Steps	
05/2026	<ul style="list-style-type: none"> • Continue coordinating with City of Eureka for necessary permitting and any applicable review processes • RFP for equity investor going out (from Brinshore) seeking financing commitment • Prepare Tenant Protection Voucher (TPV) request to HUD to support tenant relocation
Budget Status	
N/A	Cost of contract work is covered by developers; no HACE budget updates.

Key

Green Phase = 3230 Hiler Street new construction (44 units replaces 8 existing units)

Red Phase = 25-1 Rehab 98 existing units

Blue Phase = 1115 C Street new construction (44 units replaces 12 existing units)

Purple Phase = 1137 C Street Rehab 4 existing units

ECC = Eureka Community Center/Boys and Girls Club (Prospect Avenue)

Housing Authority of the City of Eureka

Board of Commissioners Meeting

May 18, 2026

Agenda Item 8a

Memorandum

To: Commissioners

From: Dustin Wiesner, Deputy Director

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.

2026.05 Write Offs, Housing Authority of the City of Eureka

Ppty	Code	Name	Balance	Status	DL1	DL2	Move Out Date	Rent	Late	Work Orders	Misc Tenant Charge	Cleaning & Damages
251	t0000220		1,348.92	past	2/26/2026	tenant deceased	1/10/2026	-	-	-	-	1,348.92
EFH	t0002923		12,085.47	past	3/16/2026	DL2 returned 4/22/2026	1/13/2026	8,376.22	51.00	-	84.00	3,574.25
			<u>\$ 13,434.39</u>					<u>\$ 8,376.22</u>	<u>\$ 51.00</u>	<u>\$ -</u>	<u>\$ 84.00</u>	<u>\$ 4,923.17</u>

PREPARED BY

Johnny Wilson
Accounts Receivable Clerk

4/27/2026
Date

APPROVALS

J. Dustin Wiener
Deputy Director

5/11/2026
Date

Cheryl Churchill
Executive Director

5/11/2026
Date

RESOLUTION 2039

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 such accounts; and

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

<u>Housing Program</u>	<u>Amount</u>
Family Housing, DL2 Returned 04/22/26	\$12,085.47

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

AYES:
NAYS:
ABSENT:
ABSTAIN:

Name

Title

Signature

Cheryl Churchill

Name

Secretary

Title

Signature