

HOUSING AUTHORITY OF THE CITY OF PASO ROBLES
BOARD MEETING MINUTES
December 8, 2020

Per CA Executive Order N-25-20, this meeting was held by Zoom Meeting

Chairman:	Mr. Dave Anderson
Commissioners:	Mr. Josh Cross
	Mr. Wes Willhoit
	Mr. Harry Ovitt
	Ms. Beatriz Espinoza
	Ms. Nicol Jaurez
Sec/Dir:	Mr. David Cooke
CFO:	Mr. Brent Weickert
Recorder:	Ms. Jessica Aguilar
Staff:	Ms. Betian Webb
Guest:	Ms. Julie Richardson
Absent:	Ms. Liz Lopez Byrnes
	Marie Garcia, Mr. Fred Strong

Meeting called to order by Mr. Anderson at 5:11 PM.

1. **Public Comment:** None.
2. **City Liaison Report:** None.
3. **Consent Agenda:** Mr. Willhoit motioned to approve the consent items and Ms. Espinoza, seconded, the motion passed.
 - a. **Approval of November 17, 2020 minutes.** The board had no questions or comments.
 - b. **Financials:** Mr. Weickert highlighted a few key numbers from the October 31, 2020 financial statements. The statements cover the 4-month period of July to October. Mr. Weickert reported that PRHA has received \$428,119 in Income and \$312,265 in Expenses for a net surplus of \$115,854. From the Balance Sheet, Mr. Weickert noted that cash totaled \$270,435 and the investment account was valued at \$1,461,970. Mr. Weickert reported that income exceeded budget by about \$200,000 due to receiving the developer fees from Oak Park 4, discussed at last month's board meeting and lowered staffing cost.
 As for PRLLC, Mr. Weickert reported that not much money in the bank, only about \$3,000 and only activity is the interest accrued on the seller's notes of \$127,068 and expense of \$373. One item to note is that PR-LLC received some accrued interest from Oak Park 2, which show up in bank for November in the amount of \$70,361 in accordance to agreement with HUD

HOUSING AUTHORITY OF THE CITY OF PASO ROBLES
BOARD MEETING MINUTES
December 8, 2020

Per CA Executive Order N-25-20, this meeting was held by Zoom Meeting

the funds will be deposited into a separate bank account. We are working with Community West Bank to set up an account.

4. Directors Summary Report:

a. Summary Report:

PRHA/PRLLC: Mr. Cooke reported that PRHA is still on a modified work schedule with three staff members on 4-day work weeks. The number of COVID-19 cases has increased throughout the County. We have reported numerous cases throughout Oak Park, that we know of but have recovered. A few residents at Chet Dotter have had COVID-19 but no new reports recently.

Oak Park 1: Mr. Cooke reported that Daniel Martinez and Angelica have been hired as the new Oak Park 1 On Site Manager. This position will be part time and is mainly as night and weekend site manager. Current staff will be handling the day to day operations and paperwork. Oak Pak 1 is 100% occupied at this time and no maintenance issues to report.

Oak Park 2: Mr. Cooke reported that Oak Park 2 has one vacancy and are working with an applicant to qualify and fill the unit by the end of the month. We are still in the process of an eviction however just waiting for the Sheriff Department in order to take possession of the unit and this should happen any day. We expect a quick turnaround of this unit, if it is not too damaged. We have one tenant on a payment plan.

Oak Park 3: Mr. Cooke reported that Oak Park 3 has one vacancy and they are waiting on referral's from HASLO/VA. Oak Park 3 has two tenants behind in rent and on a payment plan. No major maintenance issues have been reported.

Oak Park 4: Mr. Cooke reported that Oak Park 4 has one vacancy. No major maintenance issues have been reported.

5. Old Business:

- a. Development Pipeline:** Mr. Cooke reviewed and noted that 2725 Buena Vista been a newly added property to consider for a potential project. Mr. Willhoit suggested this during the Development Committee meeting and this piece of property sits on 3.1 acres. "River Walk Terrace" is the new name for

HOUSING AUTHORITY OF THE CITY OF PASO ROBLES
BOARD MEETING MINUTES
December 8, 2020

Per CA Executive Order N-25-20, this meeting was held by Zoom Meeting

the senior project at the Woodland Shopping Center. The latest conceptual plan will consist of independent, senior housing +62 years and older. For a total of 79 units, that would be 73-one bedroom and 6-two bedroom units and will be three stories. Plans will be submitted to the planning commission in January 2021. And submit an application to Tax Credit in March 2021. Work is continually moving forward with this project.

6. New Business:

- a. Mr. Cooke asked Mr. Cross how the Board of Supervisor's meeting went today. Mr. Cross said there is definitely a need for housing.

7. Other-Open Forum: None

8. Adjourn to closed session at 5:34 PM.

9. Re-adjourned from Closed Session @ 5:41 PM. No reportable action.

10. Next Meeting scheduled for January 12, 2021 @ 5:00 PM.

11. Adjourn: Mr. Anderson motioned to adjourn the meeting at 5:42 PM

Chairman


David W. Anderson

Secretary


David A. Cooke

Date

JANUARY 13, 2021