

**HOUSING AUTHORITY OF THE CITY OF PASO ROBLES  
BOARD MEETING MINUTES**

**May 11, 2021**

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

Chairman:	Mr. Dave Anderson
Commissioners:	Mr. Harry Ovitt
	Ms. Beatriz Espinoza
	Mr. Josh Cross
	Mr. Wes Willhoit
Sec/Dir:	Mr. David Cooke
CFO:	Mr. Brent Weickert
Recorder:	Ms. Tiffany Guerrero
Staff:	Ms. Betian Webb
Guest:	Ms. Julie Richardson
	Mr. Kevin Kopp
Absent:	Ms. Liz Lopez Byrnes
	Mr. Charles Routh
	Ms. Nicol Jaurez

Meeting called to order by Mr. Anderson at 5:03 PM.

1. **Public Comment:** None
2. **City Liaison Report:** None
3. **Consent Agenda:** Mr. Ovitt motioned to approve the consent items and Mr. Cross, seconded, the motion passed. 5 ayes, 0 noes, 2 absent
  - a. **Approval of April 13, 2021 minutes.** The board had no questions or comments.
  - b. **Financials:** Mr. Weickert reported that the statements that were provided are for the 2020 /2021 nine-month fiscal period. PRHA has \$1,090,000 of income, \$661,000 of expenses leaving a net surplus of \$428,000. Compared to budget income is roughly \$251,000 higher than what was forecasted. Expenses were at \$247,000 lower than budget forecasted. On the balance sheet PRHA has cash of \$705,000 in the checking accounts, \$573,000 in investment account and \$950,000 fixed income investment account. PRHA paid out \$50,000 in pre-development costs for River Walk project. Mr. Weickert stated that PR LLC has had little activity. Year to date there is \$285,000 income recorded and \$789.00 recorded with a net surplus of \$285,000. PR LLC does hold the seller notes for all 4 developments. Those notes total approx. \$12,000,000 with accrued interest totally of approx. \$1,700,000.

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**4. Directors Summary Report:**

**a. Summary Report:**

**PRHA/PRLLC:** Mr. Cooke reported the PRHA/ Oak Park is still on a COVID-19 protocol. As of May 3, 2021 PRHA began alternative work plan. The County has moved into the orange tier so we can expect changes in the current COVID-19 policy that will help ease current policy. No other major changes since the last Board Meeting.

**Oak Park 1:** Mr. Cooke reported that Oak Park 1 has filled all vacant units and is currently 100% occupied. No major maintenance issues were reported. We have a few late payers this month but no new collections because of COVID-19. We are still better off than we anticipated and have not seen any major fiscal impact.

**Oak Park 2:** Mr. Cooke reported that Oak Park 2 is currently 100% occupied. No major maintenance issues were reported. One tenant is behind \$1606 due to COVID-19 but has paid monthly rent and has reduced debt. We are still better than we anticipated and have not seen any major fiscal impact.

**Oak Park 3:** Mr. Cooke reported that Oak Park 3 is currently 100% occupied. One resident is behind \$1,444.00 due to COVID-19. No major maintenance issues to report. The maintenance person has given notice to quite. Also, a new site manager has begun and moved in.

**Oak Park 4:** Mr. Cooke reported that Oak Park 4 has no vacancies. No major maintenance issues to report. A few late payers but no major collections but not COVID related.

**5. Old Business:**

- a. Development Pipeline:** Mr. Cooke went over the Development Pipeline with PRHA board members and not much has changed from last board meeting. Mr. Cooke mentioned that he will reach out to the owners of Avalon Motel one more time and discuss an offer. Mr. Cooke recently talked to the owners of the Olsen/So. Chandler property and they are anticipating to start grading in July. They have also contracted with three different contractors. The sellers from Creston reached out to Mr. Cooke asking if he was still interested in the property. Mr. Cooke reported that he has not heard from the Tax

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Credit Committee regarding the River Walk project. He doesn't plan on hearing anything till end of May.



**6. New Business:**

- a. **Resolution No: 2021-05-11-1 & Memorandum:** Mr. Cooke reported that the purpose of this memorandum is to approve a resolution that would allow PRHA (co-applicant) to submit a loan application not to exceed \$30,000,000.00 (\$20,000,000.00 for the AHSC Loan and \$10,000,000.00 for the AHSC Grant) for the River Walk Terrace project, a proposed affordable 79-unit senior project. Recommendation is for the PRHA board to approve as presented to move forward. Mr. Ovitt motioned to approve the memorandum and Mr. Willhoit, seconded, the motion passed. 5 ayes, 0 noes, 2 absent.

**7. Other: None**

**8. Next PRHA meeting scheduled for June 8<sup>th</sup>, 2021 @ 5:00 PM. (Canceled)**

**9. Adjourn:** Mr. Anderson motioned to adjourn the meeting at 5:29 PM.

Chairman  Secretary   
David W. Anderson David A. Cooke

Date July 14, 2021