

HOUSING AUTHORITY OF THE CITY OF PASO ROBLES

BOARD MEETING MINUTES

September 14, 2021

Meeting was held in person (per lifted County Covid-19 restriction) and
by Zoom Per CA Executive Order N-25-29.

Chairman:	Mr. Dave Anderson
Commissioners:	Mr. Wes Willhoit
	Mr. Charles Routh
	Mr. Harry Ovitt
	Ms. Beatriz Espinoza
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. Josh Cross

Meeting called to order by Mr. Anderson at 5:01 PM.

1. **Public Comment:** None
2. **City Liaison Report:** None
3. **Consent Agenda:** Mr. Willhoit motioned to approve the consent items and Mr. Ovitt, seconded, the motion passed. 5 ayes, 0 noes, 1 absent
 - a. **Approval of August 10, 2021 minutes.** The board had no questions or comments.
 - b. **Financials:** Mr. Mr. Weickert reported that the statements that were provided is a 1-month statement ending July 31. PRHA has \$53,000 of income, \$72,000 of expenses leaving a net deficit of \$18,000. On the balance sheet PRHA has cash of \$526,000 in the checking accounts, \$1,500,000 in investment account. Mr. Weickert stated that PR LLC only activity was booking the notes. PRLLC has \$31,000 income recorded. PR LLC does hold the seller notes for all 4 developments. Those notes total approx. \$12,000,000 with accrued interest totally of approx. \$1,900,000.
4. **Directors Summary Report:**
 - a. **Summary Report:**
PRHA/PRLLC: Mr. Cooke reported due to recent surge in the COVID-19, PRHA has reverted back to previous policy requiring a mask upon enter the office and closing the Community Room except for the YouthWorks program which

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is also on strict protocols based on the new County and City recommended policy. The Board meeting will also go back to zoom virtual meetings.

Oak Park 1: Mr. Cooke reported that Oak Park 1 is currently 100% occupied. However, we expect one move out this month and have a qualified another someone for the unit and is expected to move-in by the end of the month. Also, we have given a 60-day notice to another tenant. The fire/water damage we had in unit 809 29th St. Unit #201 on Sunday 8/1 is completed. The damage amounted to approximately \$5,000 including our PRHA labor. Oak Park 1 has had a few late payers this month and one new collection because of COVID-19. Rent collection is still good for the month at approximately \$501.

Oak Park 2: Mr. Cooke reported that Oak Park 2 is currently 100% occupied however we do expect a move out in the near future. No major maintenance issues to report. Collections are good except we have one tenant that is unemployed due to COVID-19. They have applied for rental assistance and will make partial payment. Collection for the month is at approximately \$1,034.

Oak Park 3: Mr. Cooke reported that Oak Park 3 is currently 100% occupied. Oak Park 3 has reported that 8 tenants haven't paid any rent due to COVID-19 but 2 tenants will pay on 9/17. The on-site manager has been trying to get some rental assistance from the COVID Relief Program.

Oak Park 4: Mr. Cooke reported that Oak Park 4 is 100% occupied. Oak Park 4 reported 6 tenants haven't paid any rent due to COVID-19. The on-site manager has been trying to get some rental assistance from the COVID Relief Program.

5. Old Business:

- a. **Development Pipeline:** Mr. Cooke went over the Development Pipeline with PRHA board members. Mr. Cooke reported that he has been communicating with Mr. Ken Trigueiro (Peopels' Self Help Housing) about partnering with each other and being partners on the Avalon Motel property. Mr. Cooke mentioned that we are looking into Home Key program due there is a lot of money available for homelessness. Mr. Cooke and Mr. Ken Trigueiro are going to try and make an offer. Mr. Cooke stated that there has been some movement going on, on the Olsen/So. Chandler property. CCHC was chosen

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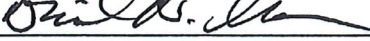
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as the Co-Development partner. Mr. Cooke has signed the donation agreement and waiting for execution. PRHA has begun weekly development meeting including Paul Dave (architect). Mr. Cooke mentioned that maybe they will break ground in November but realistically won't start till next year. Mr. Cooke reported that River Walk Terrace was not awarded Tax Credits for the 2021 first round. We have submitted an alternate funding plan from the HCD Affordable Housing and Sustainable Community (AHSC) Program funds land-use, housing, transportation, and land preservation projects to support infill and compact development that reduce greenhouse gas emissions. We received notice that the HCD has increased the amount of funding available for this round of applications. We are expected to hear applications results sometime in October 2021. Mr. Cooke did report that he is working with AHDC on submitting an HCD/MHP alternate finance plan. This application would entail setting aside 8 units for the homeless population and working with ECHO to help administer the program. Application is due September 20th. The bad thing is if the loan gets approved it would trigger us paying prevailing wages.

6. New Business: None
7. Other: None
8. Next PRHA meeting scheduled for October 12th, 2021 @ 5:00 PM.
9. Adjourn: Mr. Anderson motioned to adjourn the meeting at 5:30 PM.

Chairman 
David W. Anderson

Secretary 
David A. Cooke

Date SEP 14, 2021