

**HOUSING AUTHORITY OF THE CITY OF PASO ROBLES**  
**BOARD MEETING MINUTES**  
**April 11, 2023**

Chairman:	Mr. Dave Anderson
Commissioners:	Mr. Wes Willhoit
	Mr. Kevin Kopp
	Ms. Julie Richardson
	Mr. Joe Irick
	Ms. Myhra Miears
Sec/Dir:	Mr. David Cooke
CFO:	Ms. Cynthia Fardanesh
Recorder:	Ms. Tiffany Guerrero
Staff:	Ms. Betian Webb
City Liaison:	Mr. Chris Bausch
Absent:	Ms. Gabriela Barriga
	Ms. Adriana Vega

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

1. **Public Comment:** None
  
2. **City Liaison Report:** Mr. Bausch reported that the roundabout off of Golden Hill is coming out nicely and should be completed between 1-2 months. June 3rd Firestone Brewery will have their annual Invitational Day at the Paso Robles Event Center. Mr. Bausch mentioned that it will be the Paso Robles Airports 50<sup>th</sup> Anniversary in September. Mr. Bausch reported that the City of Paso Robles is currently applying for a grant to build 20 tiny homes on 624 Pine St near the train station. These 20 tiny homes will be targeted to the individuals that are homeless or have been displaced from their homes and would require to stay for 90 days if housed.
  
3. **Consent Agenda:** Mr. Willhoit motioned to approve the consent items and Mr. Irick, seconded, the motion passed. 6 ayes, 0 noes, 1 absent
  - a. **Approval of March 14, 2023 minutes:** The board had no questions or comments.
  - b. **Financials:** Ms. Fardanesh reported that the statements that were provided are a 7-month statement ending February 28, 2023. PRHA reported \$622,768 of income, \$696,254 of expenses leaving a net deficit of \$73,486. PRHA balance sheet reported cash of \$252,284 in the checking accounts, \$1,099,162 in investment account with total current assets of \$1,798,970. Ms. Fardanesh stated that PR LLC only activity was booking the notes. PRLLC recorded \$262,280 of income and \$0.00 of expenses leaving a net surplus of \$262,280.
  
4. **Directors Summary Report:**
  - a. **Summary Report:**  
**PRHA/PRLLC:** Mr. Cooke reported that PRHA/AHPR has no significant information to report.

**HOUSING AUTHORITY OF THE CITY OF PASO ROBLES**  
**BOARD MEETING MINUTES**  
**April 11, 2023**

**Oak Park 1:** Mr. Cooke reported that Oak Park 1 is currently 100% occupied. No major maintenance issues to report. Oak Park 1 have 4 tenants that are late to date with rent and 3 day notices have gone out. We do expect them to pay with late fees.

**Oak Park 2:** Mr. Cooke reported that Oak Park 2 is currently 100% occupied. No major maintenance issues to report. Oak Park 2 have 2 tenants that are late to date with rent and 3 day notices have gone out. We do expect them to pay with late fees.

**Oak Park 3:** Mr. Cooke reported that Oak Park 3 is currently 100% occupied. Oak Park 3 is still working on pending rents due to COVID-19. 5 tenants outstanding for both properties combined. Other than that collections are looking pretty good. No major maintenance issues to report.

**Oak Park 4:** Mr. Cooke reported that Oak Park 4 is currently 100% occupied. Oak Park 4 is still working on pending rents due to COVID-19. 5 tenants outstanding for both properties combined. Other than that collections are looking pretty good. No major maintenance issues to report.

**5. Old Business:**

- a. **Development Pipeline:** Mr. Cooke reviewed the Development Pipeline with PRHA board members and stated that not much has changed from last month. Avalon Motel: Mr. Cooke reported that he will reach out to owner again and discuss about filling an eminent domain action and the City would be supportive to this. Kleck Road: Mr. Cooke reported that he is going to meet with Warren Frace, City Community Development, and Brad Pawlowski with the Paso Robles School District to discuss property possibilities to purchase property on Kleck Rd. River Walk Terrace: Mr. Cooke reported that River Walk Terrace has received all permit approvals. All property owners including Kohls have agreed to sign the 5<sup>th</sup> amended CC&Rs. Kohls has made comments and changes to the CCR's which we have accepted. Our Attorney is meeting with Wal-Mart on 4/7 to review comments and concerns. Mr. Cooke continues to meet weekly with R4, Tri Counties Bank title company. Mr. Cooke stated the he still expects closing sometime in mid-May to early June 2023. Sunrise Villas: Mr. Cooke reported that Sunrise Villas has received building permits approval from the City. Sunrise Villas in the process of having to amend the donation agreement with Olsen 212 group because of a delay in the installation of the backbone infrastructure improvements. Initially the improvements were to be completed prior to our close. However, because of heavy rain delays minimal work has been completed. There was some discussion.

**6. New Business:**

- a. **PRHA/AHPR 2023 Scholarship results:** Mr. Kopp reported that the process was very interesting. There was 8 applicants and applicants that lived in Oak Park and involved with YouthWorks received more points. Mr. Kopp stated most of these applications were heart wrenching with all that they have overcome over the years. It came down to picking only 5

**HOUSING AUTHORITY OF THE CITY OF PASO ROBLES**  
**BOARD MEETING MINUTES**  
**April 11, 2023**

applications. Mr. Kopp mentioned that he wishes that there was more money so they could reward the remaining 3 applicants. There was some discussion.

- b. **PRHA Succession Committee:** Mr. Anderson reported that PRHA should at least have 3 job descriptions sent over for the upcoming job opening to replace Mr. Cooke. Also Mr. Anderson mentioned that the Strategic Plan expires June 2024.

7. **Other:** None

8. **Next PRHA meeting scheduled for May 9, 2023 @ 5:00 PM.**

9. **Adjourn:** Mr. Anderson motioned to adjourn the meeting at 5:56 PM.

Chairman 

David W. Anderson

Secretary 

David A. Cooke

Date MAY 11, 2023