

HOUSING AUTHORITY OF THE CITY OF PASO ROBLES
BOARD MEETING MINUTES
August 9, 2023

Vice Chairman:	Mr. Wes Willhoit
Commissioners:	Ms. Julie Richardson
	Mr. Kevin Kopp
	Ms. Miears
Sec/Dir:	Mr. David Cooke
CFO:	Ms. Cynthia Fardanesh
Recorder:	Ms. Jessica Aguilar
Staff:	Ms. Betian Webb
City Liaison:	Mr. Chris Bausch
Guest:	Mr. Max Zappas
Absent:	Mr. Dave Anderson
	Mr. Joe Irick
	Ms. Adriana Vega

Meeting called to order by Mr. Willhoit at 5:02 PM.

1. **Public Comment:** None
2. **City Liaison Report:** Councilmen Bausch reported that there isn't a lot of activity going on with the City right now. The City is moving forward with the Creston Road project. This project will consist of two phases and start the summer of 2023. The City is interviewing ten applicants for a police officer position. The City will be welcoming Congressman Mr. Jimmy Panetta, to open his new office at the current vacant PR Train Station. Highway 46 construction has submitted a grant application of \$25,000,000. The City is going to repair both Centennial Park and Larry Moore walking trail paths.
3. **Consent Agenda:** Mr. Kopp motioned to approve the consent items and Ms. Richardson, seconded, the motion passed. 4 ayes, 0 noes, 3 absent.
 - a. **Approval of July 11, 2023 minutes:** The board had no questions or comments.
 - b. **Financials:** Ms. Fardanesh reported that the statements that were provided are a 12-month statement ending June 30, 2023. PRHA reported \$1,340,945 of income, \$1,021,232 of expenses leaving a net surplus of \$319,713. The PRHA balance sheet reported cash of \$888,352 in the checking accounts, \$730,649 in investment account with total current assets of \$2,078,049. PRLLC recorded \$392,977 of income and \$0.00 of expenses leaving a net surplus of \$392,977. Ms. Fardanesh mentioned that these financials reflect additional funds on the Balance Sheet due to River Walk Terrace and Sunrise Villas closing escrow in June.
4. **Directors Summary Report:**
 - a. **Summary Report:**
PRHA/PRLLC: Mr. Cooke reported that PRLLC received \$66,683 (OP3) and \$56,952 (OP4) plus PRHA received \$4692 for a total of \$128,321. This is cash waterfall proceeds from OP3

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& OP4. Mr. Cooke also reported that additional residuals will follow but Monterey has been slow in processing these monies.

Oak Park 1: Mr. Cooke reported that Oak Park 1 currently has one project based (rental assistance provided by the Housing Authority of SLO) vacancy but will be filled by a qualified tenant by 8/15/23. Regarding maintenance issues, we have had several AC outages due to the spike in temperatures but this is normal this time of the year.

Oak Park 2: Mr. Cooke reported that Oak Park 2 is currently 100% occupied. Regarding maintenance issues, it is the same as in Oak Park 1 with the AC units.

Oak Park 3: Winn Management Co. reported that Oak Park 3 is currently 100% occupied. Rent collection is going pretty good this month, so far. No major maintenance issues to report.

Oak Park 4: Winn Management Co. reported that Oak Park 4 currently has two vacancies but will be moving in new tenants soon. Rent collection is going pretty good this month, so far. No major maintenance issues to report.

River Walk Terrace: Mr. Cooke informed the board that he will be including these two new projects with construction reports so the board will be informed of their status.

Sunrise Villas: Mr. Cooke reported this project is coming along ahead of time.

5. Old Business:

- a. **Development Pipeline:** Mr. Cooke reviewed but not much change. Mr. Cooke informed the board that he had met with Mr. Willhoit & Mr. Zappas last week to discuss Kleck and Montebello project. We have received conceptual plans from Mr. Paul Davis. These plans could consist of three sites and be 190 units of mixed units. At the end of the month, we will have a meeting with the Paso Robles School District to discuss some issues.
- b. **Succession Plan Meeting:** This committee will be meeting on 8/11/23. The committee is composed of Dave Cooke, Dave Anderson & Julie Richardson. Once this plan is completed, it will be brought to the board.

6. New Business:

- a. **New Business: Current Brown Act requires a return to meetings in person since Governor Newsome announcement that the COVID-19 State of Emergency ended. There are exceptions.** Mr. Cooke made contact with our attorney Mr. Crappo for clarification. He provided an update and provided some options. The options are: we revert back to the original in person requirement (as prior to COVID). Or at least four board members attend in person to establish a quorum. For our next September 2023, PRHA board meeting board members are required to attend the meeting in person to comply with the Brown Act. If you are unable to attend the board meeting in person, you must post and provide your location


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for public knowledge. Mr. Cooke provide some additional information to board members via email.

- b. Sunrise Villas Apartments Ground Breaking ceremony is scheduled for Tues. 8/15/2023 at 5PM, located at 1600 Fontana Rd. Paso Robles.

7. Open discussion regarding any matters not on agenda. None.
8. Next PRHA meeting scheduled for September 12, 2023 @ 5:00 PM.
9. Adjourn: Mr. Willhoit motioned to adjourn the meeting at 5:31 PM.

Chairman 
David W. Anderson

Secretary 
David A. Cooke

Date 9/12/23