

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

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

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

1. **Public Comment:** None
2. **City Liaison Report:** None
3. **Consent Agenda:** Mr. Willhoit motioned to approve the consent items and Mr. Irick, seconded, the motion passed. 5 ayes, 0 noes, 2 absent.
  - a. **Approval of June 13, 2023 minutes:** The board had no questions or comments.
  - b. **Financials:** Ms. Fardanesh reported that the statements that were provided are a 11-month statement ending May 31, 2023. PRHA reported \$802,749 of income, \$942,419 of expenses leaving a net deficit of \$139,670. The PRHA balance sheet reported cash of \$263,192 in the checking accounts, \$1,011,948 in investment account with total current assets of \$2,440,336. PRLLC recorded \$360,303 of income and \$0.00 of expenses leaving a net surplus of \$360,303. Ms. Fardanesh mentioned that at the end of June 2023, the financials will 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 Sunrise Villas closed escrow on 6/16/23 and River Walk Terrace closed on 6/28/23. Mr. Cooke provided a brief summary of the different funding sources and partners for both properties. The closing of these two properties is a good accomplishment for PRHA as these two projects have been in the works for up to three years ago.

**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 7/14/23. Regarding maintenance issues, we have had several AC outages due to the spike in temperatures but this is normal this time of the year.

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**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. Mr. Cooke reported that recently we have been having some issues with some delinquents that have been causing disturbances on the property. The HA will try to coordinate a meeting with the Paso Robles Police Department to meet with parents to discuss this issue.

**Oak Park 3:** Winn Management Co. reported that Oak Park 3 is currently 100% occupied. 5 Cities Coalition is mailing monies for three tenants. Between Oak Park 3 and 4, an estimated fifteen tenants have not paid rent in full but are working on this. 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 by 7/14/23. Between Oak Park 3 and 4, an estimated fifteen tenants have not paid rent in full but are working on this. No major maintenance issues to report.

**5. Old Business:**

- a. **Development Pipeline:** Mr. Cooke already reviewed the latest with Sunrise Villas and River Walk Terrace with PRHA board members. Both of these two projects should be completed in October/November of 2024.

**6. New Business:**

- a. **Succession Plan Meeting:** The committee is composed of Dave Cooke, Dave Anderson & Julie Richardson. Ms. Richardson suggested having a lunch meeting in the conference room at her job. Mr. Cooke will email out some potential dates & times, for availability. Once this plan is completed, it will be brought to the board. Mr. Cooke invited Max Zappas to join the development committee.
- b. **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 reviewed this and informed the board that they will need to come to the next board meeting in person. Mr. Irick is going to review the Brown Act for more information.

- 7. **Other:** Mr. Anderson brought up the potential of developing elsewhere, not just in Paso Robles. He suggested inquiring about the old Kmart property in Atascadero. Mr. Zappas said this would be worth checking into. He also suggested inquiring about a parcel that sits at the corner of San Anselmo and El Camino Real. This piece of property is less than one acre but zoned for mixed use. Mr. Zappas is going to email Mr. Phil Dunsmore, Community Development Director for Atascadero and introduce himself and see if he would be open to meeting with Mr. Cooke about housing. Mr. Zappas will cc Mr. Cooke on this email. Mr. Zappas mentioned that the County high density bonus factor could create other land opportunities.

- 8. **Next PRHA meeting scheduled for August 8, 2023 @ 5:00 PM.**

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

Chairman

David W. Anderson

Secretary

David A. Cooke

Date

8/8/23