

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

February 8, 2022

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. Harry Ovitt Ms. Beatriz Espinoza
Sec/Dir:	Mr. David Cooke
CFO:	Mr. Brent Weickert
Recorder:	Ms. Tiffany Guerrero
Staff:	Ms. Betian Webb
Guest:	Mr. Kevin Kopp Ms. Julie Richardson Mr. Bob Priola Ms. Adriana Vega
Absent:	Mr. Josh Cross Ms. Liz Lopez Byrnes

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

1. **Public Comment:** None
2. **City Liaison Report:** Mr. Strong reported that the City of Paso Robles is waiting on Federal funding and working on getting housing funding for affordable housing. Paso Robles City Council members appointed four new PRHA board members to make a PRHA full Board.
3. **On-line Investment Funds Update by Bob Priola from Wacker Wealth Partners:** Mr. Bob Priola gave a presentation on economic/market conditions as well as performance of our investments.
4. **Consent Agenda:** Mr. Willhoit motioned to approve the consent items and Ms. Espinoza, seconded, the motion passed. 4 ayes, 0 noes, 1 absent
 - a. **Approval of January 11, 2022 minutes.** The board had no questions or comments.
 - b. **Financials:** Mr. Weickert reported that the statements that were provided are a 6-month statement ending December 31. PRHA reported \$475,597 of income, \$455,485 of expenses leaving a net surplus of \$20,112. On the balance sheet PRHA reported cash of \$441,230 in the checking accounts, \$1,562,890 in investment account with a total current asset of \$2,069,888. Mr. Weickert stated that PR LLC only activity was booking the notes. PRLLC recorded \$190,605 of income and \$3,000 of expenses leaving a net surplus of

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\$187,605. PR LLC is the holder of the seller notes for all 4 Oak Park developments. Those notes total approx. \$12,000,000 with accrued interest totaling approx. \$2,000,000.

5. Directors Summary Report:

a. Summary Report:

PRHA/PRLLC: Mr. Cooke reported that COVID appears to be changing constantly. PRHA is requiring a mask upon entering the office and closing the Community Room except for the YouthWorks program which is also on strict protocols based on the new County and City recommended policy. The board meetings are on hybrid where you can attend in person or have the option to attend virtually. Due to recent teen activity causing problems coming into Oak Park we hired a Security Patrol for a 30-day term to discourage further activity.

Oak Park 1: Mr. Cooke reported that Oak Park 1 is currently 100% occupied. Oak Park 1 has no major maintenance issues to report and a few tenants are having problems paying their rent due to COVID related issues.

Oak Park 2: Mr. Cooke reported that Oak Park 2 currently has 1 vacancy. Staff are working on finding a qualified tenant from the waitlist and anticipate a move in by the end of the month. Oak Park 2 has no major maintenance issues to report and a few tenants are having problems paying their rent due to COVID related issues.

Oak Park 3: Mr. Cooke reported that Oak Park 3 is currently 100% occupied. Oak Park 3 has reported that 17 tenants in Oak Park 3 & Oak Park 4 combined are behind on rent due to COVID-19. The on-site manager has filled out Housing is Key applications for them to receive rental assistance. 4 tenants are behind on rent but not COVID-19 related. No major maintenance issues to report.

Oak Park 4: Mr. Cooke reported that Oak Park 4 is currently 100% occupied. Oak Park 4 has reported that 17 tenants in Oak Park 3 & Oak Park 4 combined are behind on rent due to COVID-19. The on-site manager has filled out Housing is Key applications for them to receive rental assistance. 4 tenants are behind on rent but not COVID-19 related. No major maintenance issues to report.

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6. Old Business:

- a. **Development Pipeline:** Mr. Cooke reviewed the Development Pipeline with PRHA board members. Mr. Cooke reported PRHA/AHDC have submitted an application to the HCD Affordable Housing and Sustainable Community Program. Additionally, we have submitted a HCD/MHP application with results are expected by the end of January 2022. The MHP application would entail setting aside 8 units for the homeless population and working with ECHO to help administer the program. Both of these applications were denied. PRHA/AHDC are planning on resubmitting the MHP application in 1st quarter of 2022. Mr. Cooke reported that the Development Team of Sunrise Villas presented to the Planning Commission that was held on January 25th for approval and passed with a 7-0 unanimous vote. PRHA/AHDC will submit to the City Council for approval of estimated deferred impact fees of \$1,769,182 on February 15. Ashwood Construction is compiling MPE estimates for costing. Sources of deferred funds are the land donation (awaiting appraisal), \$900,000 from SLO Trust Funds and City \$1,769,182 and possible an additional \$300,000 from PRHA.
- b. **Newly appointed PRHA for Board of Commissioners:**
 - i. **Community Commissions:** Mr. Cooke reported that Mr. Kevin Kopp and Julie Richardson are the new Community Board Members that were selected by the Paso Robles City Council on 2/3/2022.
 - ii. **Tenant Commissioners:** Mr. Cooke reported that Myhra Miears and Adriana Vega are the new Tenant Board Members. Mr. Cooke stated that the Commissioner's 4-year term will begin March 1, 2022 and will attend the March 8th annual meeting.
 - iii. **Chairman & Vice Chairman for March 8th Meeting:** Mr. Cooke reported that Mr. Anderson and Mr. Cross term as Chairman and Vice Chairman will expire this month. Board members will need to think about who they will nominate for a 2-year term at our March annual meeting.

7. New Business:

- a. **Memorandum to lend to Sunrise Villas:** Mr. Cooke went over the memorandum regarding the Sunrise Villas loan request will the board members. The purpose of this memorandum is to consider a request for deferred loan for the development of Sunrise Villas, a proposed Affordable

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69 unit Multifamily, one hundred percent of the units will be rent restricted with incomes ranging from 30% to 60% of the area median income. The Tax Credit applications are very competitive. By providing the proposed loan it will help increase the CTCAC tie breaker score by approximately .5% which could make a difference between receiving a tax credit allocation or not. Mr. Cooke stated that PRHA recommends for the board to approve as presented, up to \$300,000. Mr. Willhoit motioned to approve the memorandum and Mr. Ovitt, seconded, the motion passed. 4 ayes, 0 noes, 1 absent

- b. **2022 Scholarship Revision:** Mr. Cooke reported that PRHA has revised the scholarship policy. Instead of awarding in the amount of \$500.00 for students who will be attending community college, trade, or vocational schools, PRHA will be awarding in the amount of \$1,000.00 for students who will be attending a community college, four-year college or university. Mr. Willhoit motioned to approve the 2022 Scholarship Revision and Mr. Ovitt, seconded, the motion passed. 4 ayes, 0 noes, 1 absent

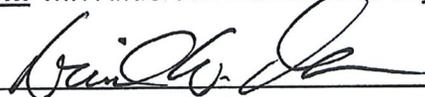
8. Other:

- a. **Monterey HDC: CEO resigns:** Mr. Cooke reported that Oak Park 1 and Oak Park 2 partnership HDC Monterey President/CEO Starla Warren has resigned so has the Vice President of Finance Marilyn Rose.

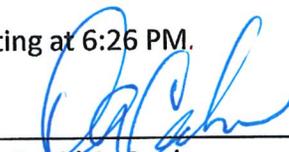
9. Next PRHA meeting scheduled for March 8th, 2021 @ 5:00 PM.

10. Adjourn: Mr. Anderson motioned to adjourn the meeting at 6:26 PM.

Chairman


David W. Anderson

Secretary


David A. Cooke

Date

MARCH 10, 2020 2022 D.A.