

HOUSING AUTHORITY OF THE CITY OF PASO ROBLES

BOARD MEETING MINUTES

August 16, 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
	Ms. Adriana Vega
	Ms. Myhra Miers
	Mr. Kevin Kopp
	Ms. Julie Richardson
	Mr. Joe Irick
Sec/Dir:	Mr. David Cooke
CFO:	Mr. Brent Weickert
Recorder:	Ms. Tiffany Guerrero
Staff:	Ms. Betian Webb
Absent:	Ms. Liz Lopez Byrnes

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. Kopp, seconded, the motion passed. 7 ayes, 0 noes, 0 absent
 - a. **Approval of July 12, 2022 minutes.** The board had no questions or comments.
 - b. **Financials:** Mr. Weickert reported that PRHA board members have already reviewed and approved these financials. Mr. Weickert mentioned that there was a small adjustment to the CalPERS liability and nothing else. Mr. Weickert reported that the auditors already came last week and everything looked good.
4. **Directors Summary Report:**
 - a. **Summary Report:**

PRHA/PRLLC: Mr. Cooke reported that PRHA has no new changes. The Board meetings are on hybrid where you can attend in person or have the option to attend virtually.

Oak Park 1: Mr. Cooke reported that Oak Park 1 currently has 1 vacancy and expect move ins by the end of the month. Oak Park 1 is having a few A/C problems not working other than that no major maintenance issues to report. Oak Park 1 there were a few late pays, but overall very good once late payer's paid.

Oak Park 2: Mr. Cooke reported that Oak Park 2 has 1 vacancy and we expect move ins by the end of the month. Oak Park 2 are working on some in house transfers. Oak Park 2 newly hired OP2 Manager has resigned and has vacated the Manager's unit. We did hire back the former OP2 Manager who will begin by the end of the month. Oak Park 2 has no major

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maintenance issues to report. Oak Park 2 there were a few late pays, but overall very good once late payer's paid.

Oak Park 3: Mr. Cooke reported that Oak Park 3 is 100% occupied. Oak Park 3 has been receiving monies from Housing is Key on behalf of the tenants that are behind due to COVID-19. Still waiting for a few payments from Salvation Army (8 tenants total). 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 has been receiving monies from Housing is Key on behalf of the tenants that are behind due to COVID-19. Still waiting for a few payments from Salvation Army (8 tenants). Other than that collections are looking pretty good. No major maintenance issues to report.

- b. **Power Point Presentation (CTCAC):** Mr. Cooke shared some material that he received from his CTCAC conference he attended a month ago with the PRHA Board Members. A little recap of What CTCAC is? What are the California Goals & what the Committee Goals? Shows stats of competitiveness.

5. Old Business:

- a. **Development Pipeline:** Mr. Cooke reviewed the Development Pipeline with PRHA board members and stated that nothing much has changed. 828 Spring St: Mr. Cooke reported that he met with the land owner and is sending out a LOI with purchase price to be determined by mutual and mutually agreed upon appraiser. Preliminary conceptual Architect plan shows property could be a three story building with 31 units with a mix of 1, 2, and 3 bedrooms. Owner is interested on selling and interested to listen on what we have to offer. Mr. Cooke will send off to Development Committee for review. River Walk Terrace/Sunrise Villas: Mr. Cooke reported that River Walk/Sunrise Villas resubmitted an application to the CTCAC for tax credits on 6/30/22 and expect results by end of September. PRHA will be submitting an MHP application. Additionally, we are partnering/collaborating with ECHO to provide 25% of the units for supportive housing for families' persons at risk of homeless. This category is worth an additional 10 points for scoring projects.

6. New Business:

- a. **Scholarships approval for 2022:** Mr. Cooke went over the memorandum with the PRHA Board Members. The purpose/background is in February 2022 the PRHA Board approved the Scholarship Program of PRHA. A scholarship committee was formed per the program policy and was responsible for reviewing all scholarship applications and selecting award winners following procedures within the Scholarship Program. In 2022 \$5,000 was set aside to provide the following five \$1,000 scholarships chosen by the Scholarship Committee. As part of the policy the Scholarship Committee submits its recommendation to the PRHA Board for formal approval. Mr. Cooke recommendation is for the board to approve the

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scholarship candidates as selected by Scholarship Committee. Mr. Kopp motioned to approve the memorandum and Mr. Willhoit, seconded, the motion passed. 7 ayes, 0 noes, 0 absent

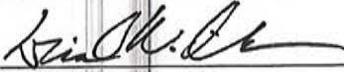
- b. Approval of Bowman and Company (Auditors) for additional three-year term:** Mr. Cooke stated that PRHA has had a very good relationship with them and Bowman and Company have been very thorough. Mr. Weickert is purposing PRHA to remain using Bowman and Company for servicing years '23, '24, & '25 audit. Will not exceed \$16,500, \$17,000 and \$17,500. Mr. Weickert reported that they have been doing a great job and that he thinks it will be better to keep them due to him not being her next year and want it to be simple for his replacement. Mr. Willhoit motioned to approve Bowman and Company for additional three-year term and Ms. Richardson, seconded, the motion passed. 7 ayes, 0 noes, 0 absent

7. Other: None

8. Next PRHA meeting scheduled for September 13th, 2022 @ 5:00 PM.

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

Chairman



Secretary



David W. Anderson

David A. Cooke

Date

10/13/2022