

HOUSING AUTHORITY OF THE CITY OF PASO ROBLES
BOARD MEETING MINUTES
December 13, 2022

Chairman:	Mr. Dave Anderson
Commissioners:	Mr. Wes Willhoit Mr. Joe Irick Ms. Adriana Vega Mr. Kevin Kopp
Sec/Dir:	Mr. David Cooke
CFO:	Mr. Brent Weickert Ms. Cynthia Fardanesh
Recorder:	Ms. Tiffany Guerrero
Staff:	Ms. Betian Webb
Absent:	Ms. Liz Lopez Byrnes Ms. Julie Richardson Ms. Myhra Miears

Meeting called to order by Mr. Anderson at 11:03 AM.

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. 5 ayes, 0 noes, 2 absent
 - a. **Approval of November 15, 2022 minutes:** The board had no questions or comments.
 - b. **Financials:** Ms. Fardanesh reported that the statements that were provided are a 4-month statement ending October 31. PRHA reported \$348,985 of income, \$318,926 of expenses leaving a net surplus of \$30,060. The PRHA balance sheet reported cash of \$350,912 in the checking accounts, \$1,460,938 in investment account with total current assets of \$2,245,499. Ms. Fardanesh stated that PR LLC only activity was booking the notes. PRLLC recorded \$131,584 of income and \$0.00 of expenses leaving a net surplus of \$131,584. 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. \$2,313,000.
 - c. **Review and approval of audited FYE 2022 financials:** Mr. Weickert provided the letter that PRHA received from the auditors. Everything looked good except for 3 different aspects. One was the CalPers liability increased by \$234,830. Second, the movement of 55% for related to PRLLC of \$238,460. Third, different from the prior year to current.
4. **Directors Summary Report:**
 - a. **Summary Report:**
PRHA/PRLLC: Mr. Cooke reported no significant news to report since last update.

Oak Park 1: Mr. Cooke reported that Oak Park 1 is currently 100% occupied but expect two move outs in December including the eviction unit. Property Management is working on

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qualifying new tenants. No major maintenance issues to report. There were a few late pays on Oak Park 1 and overall very good collections for the month.

Oak Park 2: Mr. Cooke reported that Oak Park 2 is currently 100%. No major maintenance issues to report. There were a few late pays on Oak Park 2 and overall very good collections for the month. Mr. Cooke mentioned that a tenant passed away over the weekend and had 2 small children.

Oak Park 3: Mr. Cooke reported that Oak Park 3 currently has 1 vacancy. Winn has a good prospect and planning on moving them in by the end of the month. Oak Park 3 has been receiving monies from outside resources on behalf of the tenants that are behind due to COVID-19. All payments have been approved the process has just been slow. Other than that collections are looking pretty good. No major maintenance issues to report.

Oak Park 4: Mr. Cooke reported that Oak Park 4 currently has 1 vacancy. Winn has a good prospect and planning on moving them in by the end of the month. Oak Park 4 has been receiving monies from outside resources on behalf of the tenants that are behind due to COVID-19. All payments have been approved the process has just been slow. Other than that collections are looking pretty good. No major maintenance issues to report.

5. Old Business:

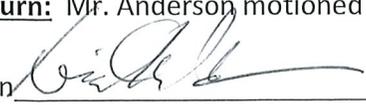
- a. **Development Pipeline:** Mr. Cooke reviewed the Development Pipeline with PRHA board members and stated that there are a few changes. Sunrise Villa got awarded the Tax Credit Allocation, Mr. Cooke just found out yesterday. Plans will be turned in to the City by the end of the week. Projecting construction will begin sometime in June. Mr. Cooke reported that there is a chance that River Walk Terrace will also be awarded a Tax Credit Allocation. Mr. Cooke reported that he will be sending out a letter of intent to the City of Paso Robles Joint School District notice by the end of the week in response to their of Availability of Surplus Property for a property on corner of Kleck Road and Montebello.

6. New Business: None

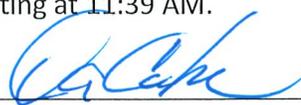
7. Other: None

8. Next PRHA meeting scheduled for January 10th, 2022 @ 5:00 PM.

9. Adjourn: Mr. Anderson motioned to adjourn the meeting at 11:39 AM.

Chairman 

David W. Anderson

Secretary 

David A. Cooke

Date 1/17/2023