

**HOUSING AUTHORITY OF THE CITY OF PASO ROBLES
BOARD MEETING MINUTES
February 21, 2023**

Chairman:	Mr. Dave Anderson
Commissioners:	Mr. Wes Willhoit Ms. Adriana Vega Mr. Kevin Kopp Ms. Julie Richardson
Sec/Dir:	Mr. David Cooke
CFO:	Ms. Cynthia Fardanesh
Recorder:	Ms. Tiffany Guerrero
Staff:	
Absent:	Mr. Joe Irick Ms. Myhra Miers Ms. Betian Webb Ms. Gabriela Barriga

Meeting called to order by Mr. Anderson at 5:03 PM.

1. **Public Comment:** None
2. **City Liaison Report:** None
3. **Consent Agenda:** Mr. Willhoit motioned to approve the consent items and Mr. Richardson, seconded, the motion passed. 5 ayes, 0 noes, 2 absent
 - a. **Approval of January 17, 2023 minutes:** The board had no questions or comments.
 - b. **Financials:** Ms. Fardanesh reported that the statements that were provided are a 6-month statement ending December 31, 2022. PRHA reported \$499,387 of income, \$525,405 of expenses leaving a net deficit of \$26,019. The PRHA balance sheet reported cash of \$304,267 in the checking accounts, \$1,086,600 in investment account with total current assets of \$1,839,276. Ms. Fardanesh stated that PR LLC only activity was booking the notes. PRLLC recorded \$196,932 of income and \$0.00 of expenses leaving a net surplus of \$196,932. PR LLC is the holder of the seller notes for all 4 Oak Park developments. Those notes total \$11,820,556 with accrued interest totaling \$2,317,410.
4. **Directors Summary Report:**
 - a. **Summary Report:**

PRHA/PRLLC: Mr. Cooke reported that PRHA/AHPR received reservation letters from CTCAC on River Walk Terrace and Sunrise Villa. Dave was invited to give a presentation to the Paso Robles Rotary Club regarding River Walk Terrace and Sunrise Villa. Dave Anderson introduced Dave and Joe Irick also attended as Rotarians.

Oak Park 1: Mr. Cooke reported that Oak Park 1 currently has one vacant unit. PRHA staff are working on a qualified tenant and may be able to move in by the end of the month. Maintenance issue: Oak Park 1 managed through the heavy rains fairly unscathed except for

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large pooling of water at the end of 28th street. 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% occupied. Maintenance issues: managed through the heavy rains fairly unscathed. There were a few late pays on Oak Park 2 and overall very good collections for the month.

Oak Park 3: Mr. Cooke reported that Oak Park 3 currently has 1 vacancy. Oak Park 3 has been working with 5 Cities Coalition on behalf of the tenants that were behind due to COVID-19 and hoping to be caught up soon. All payments have been approved. Other than that collections are looking pretty good.

Oak Park 4: Mr. Cooke reported that Oak Park 4 is currently 100% occupied. Oak Park 4 has been working with 5 Cities Coalition on behalf of the tenants that were behind due to COVID-19 and hoping to be caught up soon. All payments have been approved. Other than that collections are looking pretty good.

5. Old Business:

- a. **Development Pipeline:** Mr. Cooke reviewed the Development Pipeline with PRHA board members. Avalon Motel: Mr. Cooke stated that nothing has changed. Corner of Kleck Rd. and Montebello: Mr. Cooke received letter from PRJUSD acknowledging receipt of PRHA LOI. The letter stated the Board is reconsidering its options for use of property and are pausing the disposition process. So the property remains in surplus and will notify us if they resume the process by responding to our LOI. River Walk Terrace/ Sunrise Villas: Mr. Cooke reported that both of these properties are close to getting building permits approved soon. The property is expected to break ground no later than June 2023 with completion anticipated by December 2024 or sooner. PRHA have chosen R4 Capital as our Equity Investor. Mr. Cooke reported that a gentleman Mr. Gary Patterson owns the property behind La Reyna Market and currently has 2 duplex homes that he is planning on tearing down and replacing it with about 20 units and looking for partnership.

6. New Business:

- a. **IRS Form 700's:** Mr. Cooke reported that Ms. Guerrero has received all of the board forms except for Ms. Richardson. Finds out that Ms. Guerrero had her old address. Ms. Guerrero will deliver all forms to the City Hall next week.
- b. **Wes Willhoit was approved by City Council on 2/16 to be on the PRHA Board for another 4-year term. Thank you Wes:** Mr. Cooke reported that Mr. Willhoit is here for another 4-year term.

7. Other:

- a. **March Meeting will be PRHA Annual Meeting:** Mr. Cooke stated that next month will be our annual meeting.

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b. **Election of new Chairman and Vice Chairman @ annual meeting:** Mr. Cooke reported that PRHA board members will have to vote for new Chairman and Vice Chairman next month.

8. **Next PRHA meeting scheduled for March 14th, 2023 @ 5:00 PM.**

9. **Adjourn:** Mr. Anderson motioned to adjourn the meeting at 5:34 PM.

Chairman  Secretary 
David W. Anderson David A. Cooke
Date 3-14-2023