

**HOUSING AUTHORITY OF THE CITY OF PASO ROBLES
BOARD MEETING MINUTES
March 12, 2024**

Chairman:	Mr. Dave Anderson
Vice Chair:	Mr. Wes Willhoit
Commissioners:	Ms. Julie Richardson
	Mr. Joe Irick
	Mr. Kevin Kopp
	Ms. Virginia Ibsen
	Ms. Amanda Earles
Sec/Dir:	Mr. David Cooke
CFO:	Ms. Cynthia Fardanesh
Recorder:	Ms. Jessica Aguilar
Staff:	Ms. Betian Webb
Guest:	Mr. Brent Weickert
	Mr. Max Zappas
	Mr. Chris Bausch
	Ms. Melissa Boyer

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

1. **Public Comment:** None
2. **Introduction and swearing in of 2 new board of commissioners.** Ms. Melissa Boyer, Paso Robles City Clerk, attended the board meeting to swear- in the new Board of Commissioners. Mr. Joe Irick (2nd term), Ms. Virginia Ibsen (Tenant Commissioner) from Chet Dotter Senior Housing Complex and Ms. Amanda Earles (Tenant Commissioner) from Oak Park 1. They are now officially members of the Board of Commissioners.
3. **City Liaison Report:** Mr. Bausch reported on the latest developments with the City. The City is moving forward with pickle ball courts to be installed across from Senior Center in Paso Robles mid-May. They have approved the purchase of year round lights for the downtown park, like they had for Christmas for \$115,000 including the installation. On March 12, 2024 at the Transportation & Infrastructure meeting, there was no representation from the Housing Authority. Mr. Bausch feels that in the future, we should be participating. A new bicycle pump track will open on April 27, 2024 at Barney Schwartz Park. Upgrades for the teen center at Centennial Park, transportation is really needed and we should think about this as many teens attend. Concerts in the park will begin on June 13, 2024. The 4th of July celebration will return to Barney Schwartz Park this year. The City has approved eight new light posts, paving and fencing on Railroad and 12th St, for \$250,000. Currently, life guards are being recruiting. Cal FHA is offering a program called "Dream for All" towards a down payment of \$150,000 for home ownership and applications will be accepted starting April 1, 2024. You must apply with a local lender first. This is not a city program.
4. **Consent Agenda:** Mr. Willhoit motioned to approve the consent items and Ms. Richardson seconded, the motion passed. 7 ayes, 0 noes, 0 absent.

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- a. **Approval of January 16, 2024 minutes:** Ms. Fardanesh noted a date error that will be corrected.
- b. **Approval of February 26, 2024 minutes:** The board had no questions or comments.
- c. **Financials:** Ms. Fardanesh reported that the statements provided are for 7-months ending January 31, 2024. PRHA reported \$479,308 of income, \$613,454 of expenses leaving a net deficit of \$134,146. The PRHA balance sheet reported cash of \$638,387 in the checking accounts, \$766,015 in investment account with total current assets of \$1,830,966. PRLLC recorded \$228,718 of income and \$0.00 of expenses leaving a net surplus of \$228,718.

5. Directors Summary Report:

- a. **Summary Report:**
PRHA/PRLLC: No recent activity to report.

Oak Park 1: Mr. Cooke reported that Oak Park 1 currently has no vacancies. We do not expect any collection issues other than some small rent balances. No major maintenance issues to report at this time.

Oak Park 2: Mr. Cooke reported that Oak Park 2 currently has two vacancies. One is due to an eviction for non-payment of rent, that had been on-going. The unit was left in pretty rough shape but we are processing another qualified PBV applicant by the end of the month. We have one tenant that hasn't paid rent yet. No major maintenance issues to report at this time.

Oak Park 3: Winn Management Co. reported that Oak Park 3 currently has no vacancies. Staff is preparing to send out six notices for non-payment of rent. Regarding maintenance issues, some irrigation work will start in April for both properties.

Oak Park 4: Winn Management Co. reported that Oak Park 4 has no vacancies. Staff is preparing to send out three notices for non-payment of rent. Regarding maintenance issues, some irrigation work will start in April for both properties.

- b. **River Walk Terrace Construction report:** Mr. Cooke reported that River Walk is further along than what is shown in the photos with framing well underway. There are no major issues to report. Construction is estimated at 35% completed.
- c. **Sunrise Villas construction report:** Mr. Cooke reported that Sunrise Villas framing is almost complete and construction is looking very advanced. Construction is an estimated 45% completed.

6. Old Business:

- a. **Development Pipeline:** Mr. Cooke reviewed and discussed.
- b. **Succession Committee Update:** Mr. Willhoit reported that the special meeting held on Feb 2, 2024, the board approved the hiring of Ms. Loni Willey for the new ED position. Ms. Willey is a native of Paso Robles and will be a good fit for this position. She will possibly

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start employment mid-May of 2024. Mr. Cooke will continue employment during this transition period.

7. New Business:

- a. **Approval June 2023 Audited Statement.** Ms. Fardanesh reported on the SAS letter provided by our auditors, Bowman & Company. The letter was in our favor and the audit came back as excellent. Mr. Irick motioned to approve the PRHA June 2023 Audited Statement and Mr. Willhoit seconded, the motion passed. 7 ayes, 0 noes, 0 absent. There was discussion regarding next year putting the audit out to bid and Mr. Willhoit agreed.

8. Open discussion regarding any matters not on agenda: None

9. Next PRHA meeting scheduled for April 9, 2024 @ 5 PM.

10. Adjourn: Mr. Anderson motioned to adjourn the meeting at 6:20 PM.

Chairman 
David W. Anderson

Secretary 
David A. Cooke

Date 4/9/24