

HOUSING AUTHORITY OF THE CITY OF PASO ROBLES
BOARD MEETING MINUTES

October 8, 2024

Commissioners Present: Mr. Dave Anderson, Chairman
 Mr. Wes Willhoit
 Mr. Kevin Kopp
 Mr. Joe Irick, via Zoom
 Ms. Amanda Earles

Secretary/Director: Ms. Loni Willey
Recorder: Ms. Jessica Aguilar
Staff: Ms. Cynthia Fardanesh, via
 Zoom
 Ms. Gaby Barriga
 Ms. Briandy Valencia

Guests: Mr. Max Zappas, via Zoom
 Mr. Brent Weickert
 Mr. Warren Frace
 Mr. Chris Bausch
 Mr. Fred Strong
 Absent: Ms. Julie Richardson

1. Call to Order: The meeting was called to order by Mr. Anderson at 5:00 PM.
2. Public Comment: None
3. City Reports:
 - a. Mr. Chris Bausch provided a report on City activities. Paso Robles was in the Los Angeles Times. Construction on Creston Road is still in progress. City Hall is opening at 8:00 AM. Enhancements continue at Royal Oak Meadows in Paso Robles. New Fixed Base Operator is in service at the Municipal Airport. PRHA is continuing to be recognized for affordable housing.
 - b. Mr. Warren Frace, Community Development Director gave a presentation on housing activities and City strategies. The informative presentation described housing trends and future opportunities, and offered information on the 2045 general plan, housing forecast, RHNA progress, Sunrise Villas, River Walk Terrace, Habit for Humanity (Vine Street), housing needs for hotel and tourism industry workers, airport tech corridor and space port, and 2024 Council goals.

Mr. Strong arrived to the meeting @ 5:24 PM.

Mr. Bausch left the meeting @ 5:37 PM.

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4. Consent Agenda: Mr. Willhoit motioned to approve the consent items and Mr. Kopp seconded, the motion passed: 5 ayes, 0 noes, 1 absent.

a. Approval of September 10, 2024 minutes: The board had no questions or comments.

b. Financials: Ms. Fardanesh reported that the statements provided are for two months, ending August 31, 2024. PRHA reported \$162,312 of income, \$187,461 of expenses leaving a net deficit of \$25,150. The PRHA balance sheet reported cash of \$333,668 in the bank accounts, \$821,705 in the investment account with total current assets of \$1,522,495. PRLLC recorded \$65,348 of income and \$0.00 of expenses leaving a net surplus of \$65,348.

Ms. Fardanesh reported that the PRHA Income Statement with Budget Comparison, Net Income Operations is deficit \$85,116 which is tracking with the YTD budgeted amount. The developer fees for projects in construction will be received later than expected due to the delays with the projects.

Ms. Fardanesh reported that Bowman & Company, our auditors were recently on site and pleased so far. The plan is for final report to be completed by November or December and then will be presented to the board. The September 30, 2024 PRHA financials will reflect the General Partner fees from OP3 & OP4, totaling \$17,000.

c. Portfolio Dashboard Report: Ms. Barriga reviewed and reported on the following properties:

i. Oak Park 1: Ms. Barriga reported that Oak Park 1 currently has no vacancies. We do not have any collection issues other than some minor rent balances and/or credits. No major maintenance issue to report at this time.

ii. Oak Park 2: Ms. Barriga reported that Oak Park 2 currently has two vacancies that will be filled early October. Another resident provided a Notice to Vacate, at the EOM. We do not have any collection issues other than some minor rent balances and/or credits. No major maintenance issues to report at this time.

Ms. Barriga reported on a previous resident that was evicted and owes \$11,000 in loss of rent and damages. Staff will send this ex-tenant to collections.

iii. Oak Park 3: Reports submitted by Winn Management Co. reported that Oak Park 3 currently has one VASH vacancy (due to a death) but staff is working on filling this unit by EOM. Two other residents have been given Notice to Vacate by the EOM. Regarding rent collection, it is too early in the month to know but staff do not anticipate any issues. No major maintenance issues to report at this time.

iv. Oak Park 4: Reports submitted by Winn Management Co. reported that Oak Park 4 currently has two vacancies that staff is working on filling by the EOM. Regarding rent collection, two residents have not paid September rent; however, the Homeless Coalition is going to pay for both residents. No major maintenance issues to report at this time.

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5. Summary Report of Activities:

a. Construction in Progress:

- i. River Walk Terrace construction report: Ms. Willey reported that River Walk Terrace has a delay in electrical equipment delivery. This issue most likely will cause a lease up delay. Delivery date is now March 2025.
- ii. Sunrise Villas construction report: Ms. Willey reported that Sunrise Villas construction is making solid progress and on target. PG&E will be on site on 11/18 to start work to energize the project. Place-in-service is estimated by December 2024 but may only be three buildings. The other two buildings would be completed in January 2025 at the latest.

b. Development Pipeline: Ms. Willey reviewed and discussed, with no action required.

Ms. Barriga left the meeting @ 6:00 PM.

Ms. Earles left the meeting @ 6:02 PM.

6. Old Business:

- a. Strategic Plan process for FY2025-2029: Ms. Willey reported that she has spoken with a potential consultant for the undertaking of this project and provided her with a few questions for the board. A question is whether or not to re-visit our current mission statement and how much external or internal, to look at a business plan. This consultant would not be available until early next Spring. We will also need to get other bids. The County has asked us to consider the possibility of becoming a CHDO organization; however, this would need to occur with AHPR, not PRHA, and we would need to adapt board composition, etc. There was a brief discussion. Mr. Willhoit brought up a concern of the board struggling with having tenant commissioners due to past issues and then being out of compliance. Mr. Strong said to be careful and not have a repeat of what has happened with other non-profit boards. For the strategic plan, Mr. Willhoit suggested to go back to stakeholders but not to re-visit the mission statement. Ms. Willey will do an outline of this sub-committee and email board members to see who would be available to volunteer.

7. New Business:

- a. CEEPPT Delegation of Authority: Ms. Fardanesh stated that the board needs to approve a Resolution to address the change of job titles for our pension plan. Ms. Willey tabled the topic and will propose a resolution to adopt at the next meeting.

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

9. Adjourned to Closed Session at 6:22 PM. Re-adjourned at 6:43 PM. No action taken.

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10. Next PRHA meeting scheduled is for November 12, 2024 @ 5:00 PM.

11. Adjourn: Mr. Anderson motioned to adjourn the meeting at 6:44 PM.

Chairman: 
David Anderson

President: 
Loni Willey

Date: 11-12-2024