

HOUSING AUTHORITY OF THE CITY OF PASO ROBLES
BOARD MEETING MINUTES
February 11, 2025

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

Secretary/Director: Ms. Loni Willey
Recorder: Ms. Jessica Aguilar
Staff: Ms. Cynthia Fardanesh
Ms. Betian Webb
Guests: Mr. Brent Weickert
Ms. Kris Beal
Absent: Ms. Julie Richardson
Mr. Kevin Kopp

Call to Order: The meeting was called to order by Mr. Anderson at 5:04 PM.

1. Public Comment: None
2. City Reports:
 - a. Ms. Kris Beal provided a report on the City's latest activities. Agendas for City Council meetings will be out 7 days in advance. Regular City Council meetings are held every 1st and 3rd Tuesday of the month. There is now a community garden at Uptown Family Park. The Library hosted two canning classes on Feb 8th. Ms. Beal noted that housing is a topic of discussion in several meetings she has attended. The San Luis Obispo County Board of Supervisors took a step toward creating an agency that could charge fees for pumping water from the Paso Robles Groundwater Basin. If created, the Joint Powers Authority would have the power to levy those fees, which would fund programs designed to balance the basin along with administrative tasks like monitoring wells and writing annual reports.
3. Consent Agenda: Mr. Irick motioned to approve the consent items and Ms. Earles, seconded, the motion passed: 4 ayes, 0 noes, 2 absent.
 - a. January 14, 2025 minutes: The board had no questions or comments.
 - b. Financials: Ms. Fardanesh reported that the statements provided are for six months, ending December 31, 2024. PRHA reported \$407,073 of income, \$620,903 of expenses leaving a net deficit of \$213,830. The PRHA balance sheet reported unrestricted cash of \$130,844 and

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restricted cash of \$709,091 in the bank accounts, \$522,832 in the investment account with total current assets of \$1,740,388. The Net Income Operations YTD Variance from Actual to Budget reported net deficit of \$36,893. PRLLC recorded \$196,044 of income and \$0.00 of expenses leaving a net surplus of \$196,044.

Annual Welfare Tax Exemption forms for Oak Park 1, 2, 3, 4; River Walk Terrace; Sunrise Villas; and Chet Dotter Apartments are prepared. Draft copies of the Oak Park 3 and Oak Park 4 Audited Financial Statements for FY2024 have been received. The draft statements indicate that a combined distribution of over \$300,000 will be made against the PRLLC loans. The 2024 distributions are an increase from previous years and should be received by June/July for deposit into the restricted cash bank account.

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

Oak Park 1: Ms. Willey reported that Oak Park 1 currently has one vacancy. Staff is in the process of filling this unit and expect move in by the end of the month. USDA held its physical inspection in February and only limited minor issues were found and have already been resolved.

Oak Park 2: Ms. Willey reported that Oak Park 2 currently has 2 vacancies, and are anticipated to be filled by the end of the month. PRHA is proceeding with legal action on a resident that was given a 60-day notice to vacate due to cause.

Oak Park 3: Reports submitted by Winn Management Co. reported that Oak Park 3 currently has no vacancies.

Oak Park 4: Reports submitted by Winn Management Co. reported that Oak Park 4 currently has no vacancies.

Ms. Willey reported that Winn Management Co. is working on having a representative attend our board meetings, on a quarterly basis.

Community Services: Ms. Valencia reported that the food distribution continues to occur on the 2nd and 4th Friday of the month and continue to have great turnouts. AARP started preparing tax returns for local Spanish-speak residents and will come every other Sunday to Oak Park. MICOP Mixteco community will host a labor rights workshop in February. The Mexican Consulate will be onsite for two days in February. The first pancake breakfast activity was held at Sunrise Villas and over 35 individuals attended. The first informational meeting for the Sunrise YouthWorks program to identify potential participants was held.

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4. Summary Report of Activities:

a. Agency updates and activities: Ms. Willey provided general updates for agency operations.

b. Construction in Progress:

Sunrise Villas construction report: Ms. Willey reported that Sunrise Villas has received the final certificates of occupancy. All units have been leased up all units and now 100% occupied. The Grand Opening Ceremony will be held on Tues. March 18 from 4:00-5:00 PM, at 1600 Fontana Road.

River Walk Terrace construction report: Ms. Willey reported that River Walk Terrace anticipates the receipt of temporary certificates of occupancy by March 31, 2025 with tenant move-in targeted for late April. Ms. Willey has requested that lease up be completed in smaller groups than how lease up was completed at Sunrise to support the needs of senior residents.

c. Development Pipeline: Ms. Willey reviewed the pipeline report and discussed progress on potential projects, with no action required.

5. Old Business:

a. Commissioner appointments update. Ms. Willey reminded board members that Mr. Anderson's appointment will be expiring soon but he has re-applied and was the only person that has applied. She explained the challenges in finding tenant who would qualify for the senior tenant commissioner seat. She will have a meeting with the City later in February to discuss this matter and possibly re-posting the position in the Fall.

6. New Business:

a. Development opportunity – Mr. Willhoit moved to approve entering into a letter of intent for a potential multi-family affordable_housing development on 23rd and Pine St, Paso Robles; Ms. Earles seconded, and the motion passed: 4 ayes, 0 noes, 2 absent.

b. Annual meeting and election of officers – March 11, 2025. Ms. Willey reported that details would be discussed further in Closed Session.

7. Adjourned to Closed Session at 5:54 PM. Re-adjourned at 6:23 PM. No action taken.

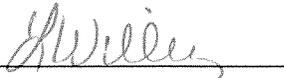
8. Open discussion regarding any matters not on agenda. None.

9. Next PRHA meeting scheduled is for March 11, 2025 @ 5:00 PM.

Adjourn: Mr. Anderson motioned to adjourn the meeting at 6:24 PM.

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Chairman: 
David Anderson

President: 
Loni Willey

Date: 2/11/25