

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

Commissioners Present: Mr. Dave Anderson  
Mr. Wes Willhoit  
Ms. Julie Richardson  
Mr. Kevin Kopp  
Mr. Joe Irick

Secretary/Director: Ms. Loni Wiley  
Recorder: Ms. Jessica Aguilar  
Staff: Ms. Cynthia Fardanesh  
Ms. Betian Webb  
Ms. Briandy Valencia

Guests: Mr. Max Zappas  
Mr. Brent Weickert  
Ms. Kris Beal  
Absent: Ms. Amanda Earles

Call to Order: The meeting was called to order by Ms. Willey at 5:26 PM.

1. Public Comment: None

2. City Reports:

- a. Ms. Kris Beal provided a report on the City's latest activities. Ms. Beal invited Ms. Angelica Fortin, Community Services Director for Paso Robles, to Oak Park recently when the Mexican Consulate came in February. Ms. Beal reported that recently she viewed a video on fire safety at one of the elementary schools in which she noticed that some children couldn't follow the instructions because they were not fluent in English. She feels that it would be very beneficial for this safety presentation to be bilingual for those students that have difficulties understanding English. The City is going to build a new Beechwood Park, as part of the Beechwood Specific Plan. Construction at Sherwood Park has already started. The City has sold a portion of Pioneer Park to the Mid-State Fair. Mr. Fred Strong encouraged Ms. Beal to attend a recent SLOGOG meeting to discuss SLORTA. Paso Robles ridership is up by 25%. There is discussion of having a "tripper" bus to run in Paso Robles around school times, to essentially increase the frequency of bus routes. Also, the possibility of adding one additional route to San Luis Obispo. The City is working on a two-year plan and budget, and will release details in the spring.

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

a. February 11, 2025 minutes: The board had no questions or comments.

b. Financials: Ms. Fardanesh reported that the statements provided are for seven months, ending January 31, 2025. PRHA reported \$485,034 of income, \$700,724 of expenses leaving a net deficit of \$215,690. The PRHA balance sheet reported unrestricted cash of \$84,594 and restricted cash of \$709,150 in the bank accounts, \$532,617 in the investment account with total current assets of \$1,711,124. The Net Income Operations YTD Variance from Actual to Budget reported net deficit of \$17,890. Ms. Fardanesh made an adjustment to reflect the payout made to Mr. David Cooke for his vacation payout. This adjustment provides a more accurate Net Income amount. PRLLC recorded \$228,718 of income and \$0.00 of expenses leaving a net surplus of \$228,718.

Ms. Willey reminded the board that PRHA restricted cash included the waterfall monies from OP1, OP2, OP3 and OP4 that are first received by PR LLC. These monies are to be immediately transferred into PRHA, per HUD regulations.

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

Oak Park 1: Ms. Willey reported that Oak Park 1 currently no vacancies. Rent collection is going well and no maintenance or major issues to report.

Oak Park 2: Ms. Willey reported that Oak Park 2 currently has one vacancy. PRHA is proceeding with legal action on a resident that was given a 60-day notice to vacate due to cause but having difficulties serving the resident. Re: rent collection, one resident has outstanding rent due but tenant was served with 3-day notice to pay or quit. No maintenance or major issue to report.

Oak Park 3: Reports submitted by Winn Management Co. reported that Oak Park 3 currently has no vacancies. One resident has given notice to vacate. Management gave another resident a notice to vacate for lease violations. Re: rent collection, three residents have outstanding February rent owed and an agency is working to pay this but so far, only approved one resident. No maintenance or major issue to report.

Oak Park 4: Reports submitted by Winn Management Co. reported that Oak Park 4 currently has no vacancies. One resident has given notice to vacate. Re: rent collection, four residents have outstanding February rent owed and an agency is working to pay this but so far, only approved one resident. No maintenance or major issue to report.

Ms. Willey reported that Winn Management Co. will have a representative attend our May board meeting. It is anticipated that Sunrise Villas operations will start being reported in the Dashboard report starting at that time as well.

Community Services: Ms. Valencia reported that the food distribution continues to occur two times a month. They continue to have significant turnout with 900 people attending. The Food Bank has recently taken a huge funding cut; food levels are stable for now. Resident services has been making contact with residents to see if any boys would be interested in participating in the annual mountain camp. March will be the last month this tax season that AARP comes to the property to prepare tax returns for local Spanish-speak residents. Canvas painting will be happening at Oak Park and Sunrise Villas. Ms. Valencia will be meeting with Paso Robles Swim to discuss upcoming swim lessons. She held the first focus group with OP1 residents and had about a 50% turnout. This will be the beginning of many focus group meetings to be held for all properties.

Ms. Webb reported that Ms. Valencia assisted with the lease up at Sunrise Villas. A pancake breakfast was provided and 30 people attended. Fun Fridays are held for the children. A date for the scholarship committee will be set soon.

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 leased up all units and now 100% occupied. The Grand Opening Ceremony will be held on Tuesday, March 18, 2025.

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 all tenant move-ins by April 30, 2025. It is reported that 70% of the units have been file-approved. Property Management is having challenges filling units that are charging 50-60% tax credit rents, as these units come with no rental assistance and are higher rent amounts. Property Management is initiating additional marketing strategies.

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

5. Old Business:

a. Re-appointment of Commissioner David Anderson. Ms. Willey informed the board that the City re-appointed Mr. Anderson on February 24, 2025 for a four-year term that will expire on February 28, 2029. Ms. Willey swore in Mr. Anderson for his Oath of office. The board congratulated Mr. Anderson.

6. New Business:

- a. Annual Election of Officers – PRHA Nominations for Board Chair and Vice-Chair (2-year term):  
Ms. Willey reported that Mr. Anderson and Mr. Willhoit terms as Chairman and Vice-Chairman, respectively, have expired.
- b. Board Chairman Vote: Mr. Kopp motioned to approve Mr. Willhoit for Board Chairman and Mr. Anderson seconded, the motion passed. 5 ayes, 0 noes, 1 absent.
- c. Board Vice-Chairman Vote: Mr. Kopp motioned to approve Ms. Richardson for Board Vice-Chairman and Mr. Anderson seconded, the motion passed. 5 ayes, 0 noes, 1 absent.

7. Closed Session: None.

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

9. Next PRHA meeting scheduled is for April 8, 2025 @ 5:00 PM.

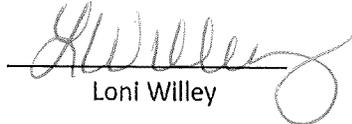
Adjourn: Ms. Willey motioned to adjourn the meeting at 6:40 PM.

Chairman:



Wes Willhoit

President:



Loni Willey

Date:

4/5/2025