

Housing Authority of the City of Paso Robles

Board Meeting Minutes

5 a.

March 10, 2015

Present: Chairman: Mr. Bob Fonarow
 Commissioners: Mr. Harry Ovitt
 Mr. Wes Willhoit
 Ms. Beatriz Espinoza
 Mr. Jason Boonstra
 Ms. Eloisa Medina
 Sec/Dir: Mr. David Cooke
 Recorder: Ms. Liz Lopez Byrnes
 Accountant: Ms. Betian Webb
 City Liaisons: Councilman Fred Strong
 Councilman Steve Martin
Absent: Vice-Chair: Ms. Sherri Goforth

Meeting called to order by the Chairman, Mr. Fonarow at 5:34 p.m.

1. **Public Comment:** None.
2. **City Council Appointment of 2 PRHA Board of Commissioners:**
Beatriz Espinoza was reappointed to a new 4 year term. Wes Willhoit was also appointed to a 4 year term. Wes has worked for Estrella Associates for 15 years. He has been involved with the Home Builders Association for several years and has served as President for the past 2 years. Wes looks forward to learning and providing any input.
3. **City Liaison Report-** Councilman Strong and Councilman Martin reported on the latest developments at the City including the CDBG funding, road repair plan, lighting and landscaping district issues and the City's plan to sell property to raise funds.
4. **Director's Report:** Mr. Cooke reported on vacancies at the various properties. Finding farmworkers for the USDA units at Oak Park 1 is still a struggle. Mr. Strong asked if PRHA was reaching out to labor contractors. Mr. Fonarow commented that he has assisted in outreach to labor contractors. Mr. Cooke asked for any new outreach ideas. Ms. Medina stated that there may be some confusion with potential applicants regarding the residency status requirement. Mr. Ovitt suggested reaching out to Community Health Centers (CHC.) Mr. Cooke stated that the construction for Oak Park 2 was coming along. Ms. Webb shared stories of the new Science activity in partnership with 4-H.
5. **Financials:** Discussion of "below the line" income on the financials. Ms. Webb stated that we recently received a partial developer fee and other fees for OP-2. Due to the excess funds in Rabobank, Mr. Cooke along with Mr. Ovitt and Mr. Dick Willhoit are preparing a Financial Investment Plan. Motion to approve the January 2015 Financials made by Mr. Ovitt and seconded by Mr. Boonstra. The motion passed unanimously.

6. **Approval of February 10, 2015 meeting minutes:** Motion to approve by Mr. Ovitt and seconded by Ms. Espinoza. The motion passed unanimously.

7. **Old Business:**

a. Financial investment Plan being worked on by Mr. Ovitt and Mr. Dick Willhoit who will meet on Friday, March 13, 2015.

b. Ms. Webb and Mr. Cooke reported that we are very close to a final version of the Audit, no issues found. Bowman, the auditing firm, intends to present to the Board directly perhaps via a conference call. Mr. Cooke will confer with Bowman for the best meeting date.

8. **New Business:**

a) Scholarships approval for Youthworks students for Fall 2015 semester. \$1,000 per scholarship has been the norm, however since Cuesta also provides some assistance in the first year, staff suggests limiting the scholarships to \$500 each this year. Annually, Mr. Cooke and Ms. Webb make recommendations on how much to budget each year. \$9,500 to fund the recommendations. Mr. Boonstra moved to approve, Ms. Medina seconded. The motion passed unanimously.

9. Board of Commissioners appointment of Chairman and Vice-Chairman: Staff recommendations are to appoint Mr. Fonorow as Chairman and Ms. Goforth as Vice-Chairman. Mr. Ovitt moved to approve, Ms. Espinoza seconded. The motion passed unanimously.

10. The Meeting adjourned to Affordable Housing Paso Robles meeting at 6:35pm.

11. The meeting re-adjourned briefly at 7:15 pm and adjourned at 7:20 pm.

a) Next meeting is scheduled at **5:30 pm on April 14, 2015 at the Chet Dotter Senior Housing, located at 801-28th St. Paso Robles, CA.**

Secretary: _____

Chairman: _____

Date: _____

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4/14/15

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