

Housing Authority of the City of Paso Robles Board Meeting Minutes

January 14, 2014

Present:	Chairman:	Mr. Dick Willhoit
	Vice-Chairman:	Mr. Bob Fonarow
	Commissioners:	Ms. Sherri Goforth
		Mr. Steve Sylvester
		Ms. Sherryl Bragg
	Absent:	Mr. Cliff Smith
	Sec/Dir:	Mr. David Cooke
	Recorder:	Ms. Jessica Aguilar
	Accountant:	Ms. Betian Webb
	Guest:	Mr. Steve Martin

1. Meeting called to order by the Chairman, Mr. Willhoit at 5:34 p.m.
2. **Public Comment:** None.
3. **City Liaison Report:** None.
4. **Director's Report:** Mr. Cooke reviewed the Dash board Report attachment that spoke of current PRHA vacancies, financials and services. Mr. Cooke reported that construction has slowed down in Phase 1 and consequently will push out potential resident move in's probably until April. Mr. Cooke discussed a meeting with Monterey Housing Authority and Mr. Paul Davis to re-configure Phase 2 that that would encompass Youth Works and CAPSLO modular buildings and part of proposed park that was originally planned for phase 5. It was discussed that the Park Grant of \$600,000 that the City has applied for would be a reimbursement grant if PRHA decided to accept the grant. Mr. Cooke isn't sure if this was disclosed at the last meeting. The next Tax Credit application is due March 5, 2014. Mr. Cooke reported there he is working on a proposal for Monterey Housing Authority regarding ownership and the Housing Authority becoming the co-developer.
5. **Consent Agenda:** Ms. Goforth moved to approve the December 10, 2013 Minutes providing some corrections. Seconded by Mr. Sylvester. Passed unanimously.
6. **Old Business:** None
7. **New Business:**

Mr. Cooke presented a revised Personnel Manual for approval. He reported that the content is basically the same as previously submitted approximately a year ago, but, was

never fully approved by the Board at that time. Mr. Cooke reported there were edits and changes regarding the vacation portion on page 14. Mr. Fonarow moved to approve the Personnel Policy as presented subject to final review from Morris & Garritano. Seconded by Ms. Goforth. Passed unanimously.

Chet Dotter Management Agreement - Mr. Cooke reported that the final property management agreement is almost complete and will be presented to the Chet Dotter Board for approval on at their next meeting at the end of the January. Mr. Cooke and Mr. Willhoit have attended all negotiations' with two members of the Chet Dotter Board on the agreement. Mr. Cooke will present the Final Draft at the February 2014 meeting for approval. The final draft will be in the Boards February packet for their review.

Ms. Webb spoke regarding the need to replace a healthy program similar to the YMCA that would target Kindergarten through 5th grade. She is proposing the program would be an addition to YouthWorks and be called YouthWorks Acorns. It is proposed that the PRHA integrate the two programs and possibly soccer to form a new 501 (c) (3) that would serve Oak Park residents and beyond. Ms. Webb provided two informational handouts to the board members. There was discussion to apply for a 501 (c) (3), in order to better operate these programs independently from PRHA . This would also help apply for grants targeted to youth programs using the 501 (c) (3)status. It was stated that \$40,000 is still available from the YMCA budget through June 2014 to cover this program. The consensus of the Board was to authorize Mr. Cooke to return to the next board meeting providing more program and budget information regarding the program. The Board approved moving forward to apply for a new 501(c) (3) using \$5,000 from the YMCA budget.

Mr. Sylvester made a motion for the dissolution of the Ad Hoc Scholarship Committee. This was seconded by Mr. Fonarow and passed unanimously.

The Board did not elect to submit electronic Board Packets in lieu of mailed packets at this point in time.

8. Mr. Fonarow moved to amend the agenda and move Closed Session after February Agenda. Seconded by Ms. Goforth. Passed unanimously.
9. February Agenda: The following were reviewed and mentioned below:

Mr. Willhoit said to continue with the election of new officers at the Annual Meeting held in February of 2014. Mr. Sylvester stated the by-laws said the Annual Meeting should take place at 6:00 pm. It was noted that our regular meetings are held at 5:30.

It was suggested that afterwards to amend the By-Laws and change the election of new officers to March.

Mr. Cliff Smith's letter of resignation was presented as a handout.

10. The Housing Authority meeting temporarily adjourned at 6:40 pm in order to open AHPR meeting.

11. The Board re-adjourned to Close Session at 6:45 pm.

12. Mr. Gordon Bosserman updated and explained a CCP 998 regarding the Lam lawsuit and asked the Board to approve the following :

- a) Mr. Fonarow made a motion to approve a request by Mr. Bosserman to file a compromise under CCP 998 regarding the Lam lawsuit. The motion was seconded by Shari Goforth. Passed unanimously
- b) Mr. Fonarow made an additional motion to approve a cap of the CCP 998 in the amount of \$50,000 in cash plus attorney's fees through the present to be determined by the Court. The motion was seconded by Steve Sylvester. Passed unanimously.

13. The Board returned to Open Session at 7:30 pm and adjourned.

14. Next meeting is scheduled at 5:30 pm on **February 11, 2014 at the Chet Dotter Senior Housing, located at 801-28th St, Paso Robles, CA.**

Secretary: _____

Chairman: _____

Date: _____

2/11/14