

# Housing Authority of the City of Paso Robles

## Board Meeting Minutes

October 13, 2015

Present:	Chairman:	Mr. Bob Fonarow
	Commissioners:	Mr. Wes Willhoit Ms. Beatriz Espinoza Mr. Harry Ovitt Mr. Jason Boonstra
	Sec/Dir	Mr. Dave Cooke
	Recorder	Ms. Jessica Aguilar
	Staff:	Ms. Liz Lopez Byrnes Ms. Betian Webb
Absent:	Vice-Chair	Ms. Sherri Goforth
	Commissioner:	Ms. Eloisa Medina

Meeting called to order by the Chairman, Mr. Fonarow at 5:30 p.m.

1. **Public Comment:** None.
2. **City Liaison Report:** None.
3. **Director's Summary Report:** Mr. Cooke reported on vacancies at the various properties. Old Oak Park is very costly to operate mainly because of the upkeep costs related to maintenance. Currently, the HA is looking at lowering the cost of trash pick-up by replacing individual trash containers with dumpsters throughout the property. This could reduce the bill by \$1,000 per month. The City is reviewing our sewer portion of the bill, to see if the bill can be reduced. Ms. Webb stated in the past, the City has reviewed our bills and issued sizeable credits.

Oak Park 1 is all leased with the exception of 1 vacant USDA unit, it is anticipated the new tenant will move in 10/30/15. Mr. Cooke reported to the board that recently the Tax Credit Investor, Alliant did an on-site visit September 25, 2015. That visit came out favorably.

OP2 Construction is moving right along and on schedule for completion December 2015. Potentially 4 buildings (18 units) could be done by the end of November 2015. Marketing will be starting soon, possibly by November 1, 2015. To start processing applicants and move in tenants as soon as possible. Mr. Fonarow asked if there would be a Grand Opening for OP2. Mr. Cooke responded "Yes, and would most likely be held sometime in February/March 2016, and would be centered on the new Community Room.

Phase 3 and 4, Mr. Cooke reported that he is still working out some issues with Monterey. Mr. Cooke is suggesting we try and work with HDC on Phase 3 to avoid potential

litigation. Ms. Warren of HDC stated that HDC doesn't want to be a part of Phase 4. Mr. Cooke feels that he will have this worked out within the next 30 days and will bring this back to the Board. There was some discussion about the \$400,000 that HDC said we owe them. Mr. Cooke said we don't owe HDC any money. If this went into litigation, we wouldn't get funded for Phase 3. Mr. Willhoit asked, "What money does the HA owe Monterey?" Mr. Cooke stated these monies are regarding some preliminary work back in 2010. Mr. Willhoit has concerns with continuing to work with Monterey. Mr. Ovitt suggested to contact other local entities to see if they could assist us in dealing with Monterey. Mr. Cooke responded by saying there are some positives in continuing with HDC on Phase 3 but not use HDC for Phase 4.

The Board wants to keep PRHA Preliminary Financials in the DASH Report.

Youth Works/Acorns: Ms. Webb reviewed the 2 programs. Youth Works teens got to participate at a Hispanic Business Association event a couple of weeks ago. Youth Works wasn't awarded the \$90,000 grant from San Luis Obispo Community Foundation. Although, they loved the project that was presented. Ms. Webb will look at other funding sources such as "Crowd Funding."

4. **Financials:** Mr. Cooke reviewed Balance Sheet, cash balance has gone down. Ms Webb explained that on the Income Statement, Expenses are overstated by \$6,000 due to an error in payroll that will be revised. Motion to approve the September 2015 Financials made by Mr. Ovitt and seconded by Ms. Espinoza. The motion passed unanimously.
5. **Approval of September 15, 2015 meeting minutes:** Motion to approve by Mr. Ovitt and seconded by Mr. Willhoit. The motion passed unanimously.
6. **Old Business:** Fiscal/Investment Policy: There was some discussion regarding this matter. Mr. Willhoit was going to provide Mr. Cooke with a contact person at Coast Hill Credit Union. Currently they are offering better interest rates than what was provided. Mr. Ovitt suggested Mr. Cooke look at Wacker Investments, regarding an investment portfolio for a higher return. Mr. Fonarow stated that he doesn't want to take any risk. Motion to approve moving the Heritage Oaks CD of \$100,000 to a 1 year CD at Coast Hills Credit Union if the rates are better than .025%. Ms. Espinoza made motion and seconded by Mr. Boonstra. The motion passed unanimously.

Auditors will be arriving the week of 10/19/15 for the fiscal year 2014/2015. Ms. Webb reported that 2 people will be here for 2 days, possibly a 3<sup>rd</sup> day.

#3227 Pine St. Insurance Settlement. Mr. Cooke reported that this unit was heavily smoke damaged inside. Motion to approve the Housing Authority to take the settlement amount of \$30,525.43, and not rebuild the unit by Mr. Boonstra and seconded by Mr. Ovitt. The motion passed unanimously.


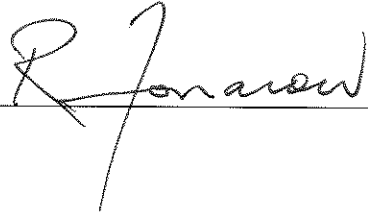
7. **New Business:**

Mr. Cooke extended his congratulations to Mr. Willhoit regarding his recent marriage.

New Finance Director: Mr. Cooke reported the applicants have been narrowed down to four interviewees, but one specific person stood out over the others. This person will be brought back for another interview. Although, all four could have done the job.

8. Mr. Willhoit excused himself from the meeting at 6:33 pm.

9. The meeting was adjourned at 6:34 pm.

Secretary:  Chairman:   
Date: 11. 10. 15