

PASO ROBLES NONPROFIT HOUSING CORPORATION
Board Meeting – November 22, 2011

Present:	Chairperson	Mr. Cliff Smith
		Mr. Gordon Marshall
		Ms. Pearl Munak
		Mr. Harry Ovitt
		Mr. Mike Perkins
		Mr. Greg Rachunok
	Manager:	Mr. Armando Corella
	Bookkeeper:	Ms. Cherry Lam
	Recorder:	Ms. Nora Gaisi
	Absent:	Ms. Debbie Viborg

1. Call to Order: Chairperson, Mr. Smith called the meeting to order at 8:35 a.m.
2. Public Comment: None
3. Approval of Minutes from October 25, 2011 Meeting: Mr. Ovitt moved to accept the minutes as written. Mr. Rachunok seconded the motion. The motion passed unanimously.
4. Reports:
 - a. Vacancies – None.
 - b. Approval of October 2011 Monthly Financial Report- The Financial Report was presented. Budget spreadsheet modifications were reviewed. Mr. Marshall asked the monthly budget forms be sent electronically in Excel. Mr. Ovitt noted the mortgage payment was duplicated which was skewing the data.

Mr. Ovitt moved to accept the Financial Report with line item 6315.0 (Mortgage payment duplication) removed. Mr. Marshall seconded the motion. The motion passed unanimously.
5. Old Business: Consideration of Recommended Water Treatment. Ed Evenson was unable to attend the meeting. The discussion has been tabled to the next meeting.
6. New Business:
 - a. Update on Refinancing Long-Term Loan: Mr. Marshall and the ad hoc committee recommend paying an additional \$2,245 a month to eliminate the balloon payment due in 20th year of the loan. The Board discussed the current cash flow, operating reserves, options for refinancing in the future, and other options for investing.

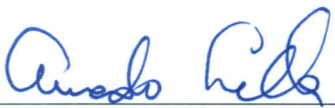
Mr. Ovitt moved to increase mortgage payments by \$2,245 a month. Mr. Perkins seconded the motion. The motion passed unanimously.

b. Monthly Rent Increase per Section 8 Standards: Mr. Corella informed the Board of current Fair Market Rents per HUD and Housing Authority of San Luis Obispo (HASLO) standards. The maximum for one bedroom apartments in San Luis Obispo County per HUD is set at \$954 but the HASLO Board has approved the maximum for one bedroom units at \$900. The current rents at the Chet Dotter Senior Complex are \$825. The Board discussed potential impacts on the tenants, the requirements for notifying HASLO and the tenants, effects on the larger community access to Section 8 funding, and future use of extra funds including mortgage prepayment, maintenance, and creating a capital fund.

The proposed increase is not expected to affect the tenants "out of pocket rent paid" because they would continue to pay 30% of their income.

Mr. Ovitt moved to direct staff to take administrative steps to increase rents with HASLO to current approved HUD levels. Mr. Rachunok seconded the motion. The motion passed unanimously.

7. The next meeting for the Non-Profit Board Meeting will be **Tuesday, December 27th at 8:30 a.m.**
8. Mr. Perkins moved to adjourn the meeting. Mr. Rachunok seconded the motion. The meeting adjourned at 9:30 a.m.



Manager



Authorized Board Member

12-27-11
Date