

Housing Authority of the City of Paso Robles  
Monthly Board Meeting December 10, 2002

Present:	Chairman:	Mr. Chet Dotter
	Vice Chairman:	Mr. Raymond Hampson
	Commissioners:	Mr. Leo Fisher
		Mr. David Rouff
		Ms. Pearl Munak
		Mr. Richard Stainbrook
	Absent:	Ms. Gladys Moore
	Sec/Dir:	Mr. Gene Bergman
	Recorder:	Ms. Blair Lowery
	Guest:	Ms. Xelina Rojas
Mr. Ben Hernandez		
Mr. Juan Antolino, Mr. David Mariscal		

1. The meeting was called to order by the Chairman, Chet Dotter, at 6:00 P.M. Not all of the Board Members had received copies of the minutes of the November meeting. The Board decided to hold off approving the minutes until the next meeting. Mr. Fisher moved to authorize Mr. Bergman to hire an additional part-time person in the office. Seconded by Mr. Rouff, passed.
2. Ms. Xelina Rojas, Councilor at the Paso Robles High School, and three students were presented ideas for the community murals that will be located here in Oak Park. The first drawing was for the mural to be located on the end of the building where the C.O.P. office is located. Since the first meeting it has been decided that this will not be painted on to the building, but rather on panels that can moved and displayed at other locations through out the city. The Board suggested that a patriotic symbol, possibly the U.S. flag be incorporated into the design. Ms. Rojas thought that would be possible and could replace the star that is in one corner of the design that is not well liked. Additional preliminary drawings for the carport were presented and reviewed by the commissioners. Mr. Bergman asked about the surface preparation and type of paints that will be used. Ms. Rojas will present the final drawings to the board for the carport at a later date.
3. The Commissioners reviewed the Checks Written, Monthly Report and Tenants Account Receivables. Mr. Hampson moved to accept the checks written and Mr. Fisher seconded, passed.
4. Change Order for the Air Conditioner installation was reviewed. Mr. Dotter questioned the amount of the Change Order and what the hourly rate worked out to be. Mr. Bergman reviewed the process involved for the re-location of the outside light and due to the asbestos in the exterior walls, special abatement procedures need to be taken when drilling the holes. This week our maintenance staff has been testing each unit to ensure that they are working and all work is completed. Mr. Hampson moved to authorize Mr. Bergman to pay the amount on the Change Order, seconded by Mr. Rouff. Passed.
5. Modular Unit – The Board reviewed the process of moving, running power, water and sewer to the modular unit being donated by the city for the social service organizations. The unit will be located at the far end of Oak Park on the corner of Park and 34<sup>th</sup> Street. Early estimates to move the modular, prep the site, and run the services are far lower than current estimates. Because the extension of the electric to this area will be needed if there is additional units built on Housing Authority property Mr. Dotter asked the Board to consider paying a portion of the cost. The Board discussed the proposal; Mr. Fisher

moved to authorize paying for 50% of the cost of moving and setting up the modular, not to exceed \$20,000. Mr. Hampson Seconded passed.

6. Scholarship Program – Mr. Rouff notified the Board of what he has done to date in regards to notifying residents of the scholarship. Ms. Aguilar has translated the flyer into Spanish, and a copy has been given to post in the Promotoras office. Mr. Rouff would like to meet with Junior and Senior's in Oak Park and deliver a motivational speech to this target group in hopes of motivating them to continue on with their education. Ms Aguilar will identify households with older children and work with Mr. Rouff to set up a time and place for this meeting.
7. Modernization Reports-
  - A. Electric Pole/Transformers – The electrical engineer needs to sign off on the submittal sheets before work can begin.
  - B. Tree Trimming and Bathroom floor bids will be reviewed at the next meeting.
8. Report on Senior Housing
  - A. Sub-Grant Agreement- The Board was given a copy for their review
  - B. Lease – Mr. Iversen is drawing up a lease between the Housing Authority and the Nonprofit for land the senior housing will be built on.
  - C. Bank Account - An account has been opened for the Nonprofit.
  - D. The Tenants will need to be notified of the building of the Senior Housing Project. At the next meeting Tenants will be given the opportunity to comment on the Senior Project.
9. Mr. Dotter asked the Board for permission to write a letter to Mr. App praising Mr. Ed Gallagher for the work and assistance he has given in the development of the Senior Project. Mr. Dotter would like this letter to be placed in his personnel file. The board discussed and agreed that a letter should be sent and included in his personnel file. Mr. Hampson asked about the soccer field bleachers and score board.
10. Meeting adjourned at 7:35PM

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Secretary

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Chairman