

HOUSING AUTHORITY

of the
CITY of CALDWELL
P. O. Box 70
Caldwell, Idaho 83605
(208) 459-2232
March 30, 1994

C O M M I S S I O N E R S M E E T I N G

A G E N D A

1. Request for reimbursement for Apt. #75 fire.
A. Eric from Twin Cities Electric comments...
2. Tractor and Four Wheeler purchase
A. Paul Okamura comments...
3. Deputy update
A. Camilo Lopez comments...
4. New FmHA requirement
5. Migrant Council wants to paint the Day Care (Sample)
6. Chemical Substance Testing Policy
7. Consideration of Staff pay increase
8. Consideration of 1994 budget and Accounts Receivable

Commissioners Meeting
3/30/94

All present also Eric Chappen - Twin Cities Electric

1. Apartment #75 Fire: Each commissioner received a sheet of losses from the tenant. All were in agreement that the requests were not reasonable. After considerable discussion it was agreed that Camilo Lopez would negotiate with Legal Aid over the amount requested and make an offer. If the amount is under \$600.00 there would be no need for more commissioner approval.
2. Color Approval for Day Care Building: A sample was shown to all for painting the Day Care Building; Sherwin Williams paint would be used with the body of the building #S.W. 3027 and the trim and eaves #S.W. 3014. An undercoat filler and sealer is added first. The body is a light gray with the trim a darker blue. A motion made by Paul Okamura and seconded by Camilo Lopez to approve the above was carried by all.
3. New FmHa Requirement: The commissioners read the FmHA requirement for representatives of FmHA to co-sign the signature cards for all of our debt reserve accounts. New signature cards have to be signed and in place by July, 1994.
4. Tractor and 4 Wheeler purchase: Paul Okamura presented material on a 1978 used John Deere with loader, auger and adjustable blade for \$10,500.00. Also a new Kubota with the same extras and the Government Agency deduction we could get for \$16,000.00. The commissioners, after considerable discussion, decided that we should purchase new not used. This would apply to the 4 wheeler as well. Also Paul and Dave were authorized to use their best judgement, make best deal, and purchase a 4 wheeler or a 4 wheeler with a hauling bed along with a new tractor that would be appropriate for Farmway Village. A trade-in for our Oliver should be checked-out and/or check with J & J of Notus who restores old tractors. Possibly \$500.00 could be involved. A motion made by Lew Kerfoot and seconded by Camilo Lopez to approve the above was carried.
5. Hank Ortiz Matter: The news that Hank Ortiz would be put on part-time or 19 hours per week was received. The commissioners learned that the Housing Authority may have to be involved in supporting the Deputy for a period of time if we wanted his services in the evenings or any time. The commissioners decided to deal with this matter when he is actually put on part-time.

CHEMICAL APPLICATION

6. A discussion of applying chemicals without certification developed. Most felt that some type of certification would apply to us. It was suggested that we check out the requirement, if one exists, and be in compliance.

STAFF PAY INCREASE

7. A motion by Don Downen and seconded ^{1994 pay} by Dave Cornwell for the Housing Authority to provide a ~~5%~~ 5% increase to all personnel except the ladies watching the laundromat and Andrew Smith since he was just hired, retroactive to the first of the year was made. The motion carried.

1994 BUDGET

8. A motion by Lew Kerfoot and seconded by Paul Okamura to approve the 1994 Budget was made. Motion carried.

ACCOUNTS RECEIVABLE

9. A motion made by Don Downen and seconded by Lew Kerfoot to evict #28, 34, 57, 63, 110, and 210 was made. Motion carried. All the above are considered for eviction for nonpayment of rent. Accounts Receivable to be reviewed during the April 27 regular commissioners meeting.

MULTIPLE FAMILY HOUSING PROJECT BUDGET

(Rev. 6-93)

PROJECT NAME FARMWAY VILLAGE		BORROWER NAME CALDWELL HOUSING AUTHORITY			BORROWER ID AND PROJECT NO. 12-014-826001076	
Reporting Period <input checked="" type="checkbox"/> Annual <input type="checkbox"/> Quarterly <input type="checkbox"/> Monthly	Budget Type <input type="checkbox"/> Initial <input checked="" type="checkbox"/> Regular Report <input type="checkbox"/> Rent Change <input type="checkbox"/> SMR <input type="checkbox"/> Other Servicing	Project Rental Type <input type="checkbox"/> Family <input type="checkbox"/> Elderly <input type="checkbox"/> Congregate <input type="checkbox"/> Group Home <input type="checkbox"/> Mixed <input checked="" type="checkbox"/> LH	Project Type <input type="checkbox"/> Full Profit <input type="checkbox"/> Limited Profit <input checked="" type="checkbox"/> Non-Profit	Borrower Type <input type="checkbox"/> Individual <input type="checkbox"/> Corporation <input type="checkbox"/> Limited Partner <input checked="" type="checkbox"/> Other	Assn. of Farmers <input type="checkbox"/> Organ. of Farm Workers <input type="checkbox"/> Gen. Partner <input type="checkbox"/> Ineligible	Plan Code Borrower Accounting Method <input checked="" type="checkbox"/> Cash <input type="checkbox"/> Accrual

PART I - CASH FLOW STATEMENT

	CURRENT BUDGET (01-01-93) ENDING DATES>	ACTUAL (01-01-93) ENDING DATES>	PROPOSED BUDGET (01-01-94) ENDING DATES>	COMMENTS PROPOSED WITH ADD'L 60 UNITS
OPERATIONAL CASH SOURCES				
1. RENTAL INCOME	390,800	222,329	411,520	629,626
2. FmHA RENTAL ASSISTANCE RECEIVED		201,162		
3. OCCUPANCY SURCHARGES RECEIVED				
4. LAUNDRY AND VENDING		6,533	7,000	7,000
5. INTEREST INCOME	7,500	6,273	7,000	7,000
6. TENANT CHARGES	2,000	829	1,000	1,000
7. OTHER - PROJECT SOURCES	28,100	8,080	8,500	8,500
8. LESS (Vacancy and Contingency Allowance)	(78,160)		(12,346)	(23,251)
9. LESS (FmHA Approved Incentive Allowance)	()		()	
10. SUB-TOTAL [(1 thru 7) - (8 & 9)]	350,240	445,206	422,674	629,875
NON-OPERATIONAL CASH SOURCES				
11. CASH - NON PROJECT				
12. AUTHORIZED LOAN (Non-FmHA)				
13. TRANSFER FROM RESERVE				
14. SUB-TOTAL (11 thru 13)				
15. TOTAL CASH SOURCES (10+14)	350,240	445,206	422,674	629,875
OPERATIONAL CASH USES				
16. TOTAL O&M EXPENSES (From Part II)	258,825	307,691	331,005	438,093
17. FmHA DEBT PAYMENT	26,355	26,352	26,355	90,589
18. FmHA PAYMENT (Overage)				
19. FmHA PAYMENT (Late Fee)				
20. FmHA PAYMENT (Occupancy Surcharge)				
21. TENANT UTILITY PAYMENTS				
22. TRANSFER TO RESERVE	64,760	62,380	64,000	99,878
23. RETURN TO OWNER				
24. SUB-TOTAL (16 thru 23)	350,240	396,423	421,360	628,560
NON-OPERATIONAL CASH USES				
25. AUTHORIZED DEBT PAYMENT (Non-FmHA)				
26. LONG-TERM IMPROVEMENTS				
27. MISCELLANEOUS				
28. SUB-TOTAL (25 thru 27)				
29. TOTAL CASH USES (24+28)	350,240	396,423	421,360	628,560
30. NET CASH (DEFICIT) (15-29)			1,314	1,315
CASH BALANCE				
31. BEGINNING CASH BALANCE	38,585	38,585	48,783	53,197
32. ACCRUAL TO CASH ADJUSTMENT		10,198		
33. ENDING CASH BALANCE (30+31+32)	38,585	48,783	50,097	54,512

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PART II - OPERATING AND MAINTENANCE EXPENSE SCHEDULE

	CURRENT BUDGET	ACTUAL	PROPOSED BUDGET	ADDITIONAL 60 UNITS
1. MAINTENANCE & REPAIRS PAYROLL	46,000	47,731	61,342	74,842
2. MAINTENANCE & REPAIRS SUPPLY	39,145	52,733	50,000	55,000
3. MAINTENANCE & REPAIRS CONTRACT				
4. PAINTING AND DECORATING	2,000	3,000	2,000	5,500
5. SNOW REMOVAL			2,000	3,500
6. ELEVATOR MAINTENANCE/CONTRACT				
7. GROUNDS	8,000	6,545	18,125	28,125
8. SERVICES	3,000	6,935		
9. FURNITURE & FURNISHING REPLACEMENT				2,200
10. OTHER OPERATING EXPENSES	1,700	1,250	1,000	1,000
11. SUB-TOTAL MAINT. & OPERATING (1 thru 10)	99,845	118,194	134,467	170,167
12. ELECTRICITY	11,500	14,961	15,000	17,800
13. WATER	1,850	1,937	1,950	5,200
14. SEWER	4,196	1,250	800	5,050
15. FUEL (Oil/Coal/Gas)	1,500			
16. GARBAGE & TRASH REMOVAL	9,000	15,213	19,440	25,200
17. OTHER UTILITIES				
18. SUB-TOTAL UTILITIES (12 thru 17)	28,046	33,361	37,190	53,250
19. SITE MANAGEMENT PAYROLL	50,520	54,250	54,340	68,840
20. MANAGEMENT FEE				
21. PROJECT AUDITING EXPENSE	2,750	2,750	2,750	6,350
22. PROJECT BOOKKEEPING/ACCOUNTING	3,250	7,636	4,500	5,700
23. LEGAL EXPENSES	4,814	2,202	4,000	5,500
24. ADVERTISING				300
25. TELEPHONE & ANSWERING SERVICE		1,945	2,000	3,200
26. OFFICE SUPPLIES		1,193	1,000	3,000
27. OFFICE FURNITURE & EQUIPMENT		3,425	4,900	10,400
28. TRAINING EXPENSE			500	2,900
29. HEALTH INS. & OTHER EMP. BENEFITS	21,000	25,121	26,856	38,232
30. PAYROLL TAXES ...&..Retirement.....	15,100	17,849	20,537	22,273
31. WORKMAN'S COMPENSATION	3,350	6,081	6,000	7,008
32. OTHER ADMINISTRATIVE EXPENSES	9,800	9,684	8,000	8,000
33. SUB-TOTAL ADMINISTRATIVE (19 thru 32)	110,584	132,136	135,383	181,703
34. REAL ESTATE TAXES				
35. SPECIAL ASSESSMENTS				
36. OTHER TAXES, LICENSES & PERMITS				
37. PROPERTY & LIABILITY INSURANCE	17,650	20,680	20,965	28,965
38. FIDELITY COVERAGE INSURANCE				
39. OTHER INSURANCE ...Unemployment.....	3,000	3,320	3,000	4,008
40. SUB-TOTAL TAXES & INSURANCE (34 thru 39)	20,650	24,000	23,965	32,973
41. TOTAL O&M EXPENSES (11+18+33+40)	258,825	307,691	331,005	438,093

PART III – ACCOUNT BUDGETING/STATUS

	CURRENT BUDGET	ACTUAL	PROPOSED BUDGET	COMMENTS or (YTD)
RESERVE ACCOUNT:				
1. BEGINNING BALANCE.....	64,860	64,860	201,318	
2. TRANSFER TO RESERVE	72,260	134,082	53,000	
TRANSFER FROM RESERVE:				
3. OPERATING DEFICIT				
4. BUILDING REPAIR & IMPROVEMENTS.....			38,000	
5. EQUIPMENT REPAIR & REPLACEMENTS			12,000	
6. OTHER NON-OPERATING EXPENSES				
7. TOTAL (3 thru 6)	()	()	(50,000)	
8. ENDING BALANCE [(1+2)-7]	137,120	201,318	204,318	

GENERAL OPERATING ACCOUNT:*

BEGINNING BALANCE.....		
ENDING BALANCE.....		

REAL ESTATE TAX AND INSURANCE ESCROW ACCOUNT:*

BEGINNING BALANCE.....		
ENDING BALANCE.....		

TENANT SECURITY DEPOSIT ACCOUNT:*

BEGINNING BALANCE.....		
ENDING BALANCE.....		

(*Complete only when Form FmHA 1930-8 is not required)

PART IV – RENT SCHEDULE Check if attached

PART V – ADDITIONAL INFORMATION

TO BE COMPLETED BY BORROWER:

1. PAST DUE RENTS	10,279.41
2. DEBTS NOT CURRENT	-0-
3. DELINQUENT REAL ESTATE TAXES	-0-
4. DELINQUENT PERSONAL PROPERTY TAXES ...	-0-
5. NUMBER OF APPLICANTS ON WAITING LIST...	98
6. NUMBER OF APPLICANTS NEEDING RA	40

TO BE COMPLETED BY FmHA:

7. PROJECT PAYMENT STATUS	
8. RESERVE ACCOUNT	
REQUIRED BALANCE	
AMOUNT AHEAD (<i>Behind</i>)	
9. OCCUPANCY CONCERNS?	
<input type="checkbox"/> YES - ATTACH NARRATIVE <input type="checkbox"/> NO	

PART VI – SIGNATURES, DATES AND COMMENTS

Check if Borrower comments attached

Check if FmHA comments attached

CERTIFIED CORRECT (*Borrower or Authorized Representative*):

DATE:

FmHA APPROVAL (*FmHA Approval Official*):

DATE:

PART IV - RENT SCHEDULE

A. CURRENT APPROVED RENTS:

UNIT DESCRIPTION			RENTAL RATES			POTENTIAL INCOME FROM EACH RATE			UTILITY ALLOWANCE <i>(If used)</i>
TYPE	SIZE	NUMBER	BASIC	NOTE RATE	HUD	BASIC	NOTE RATE	HUD	
S	2	112	185.00	@ 8 mo per yr use		165,760			
S	2	9	260.00			28,080			
M	3	42	280.00			141,120			
L	4	17	300.00			61,200			
L	5	4	320.00			15,360			
CURRENT RENT TOTALS:						411,520			
						BASIC	NOTE	HUD	

B. PROPOSED CHANGE TO RENTS:

UNIT DESCRIPTION			RENTAL RATES			POTENTIAL INCOME FROM EACH RATE			UTILITY ALLOWANCE <i>(If used)</i>
TYPE	SIZE	NUMBER	BASIC	NOTE RATE	HUD	BASIC	NOTE RATE	HUD	
CURRENT RENT TOTALS:									
						BASIC	NOTE	HUD	

NOTE #1: Enter lowest RENT TOTAL (*BASIC, NOTE or HUD*) from above on PART I, Line 1. Enter the CURRENT RENT TOTAL on the CURRENT BUDGET Column. Enter the PROPOSED RENT TOTAL on the PROPOSED BUDGET Column. When there is no proposed change to current rents, enter the CURRENT RENT TOTAL, on both CURRENT BUDGET and PROPOSED BUDGET columns.

NOTE #2: Follow this process to establish new rent rates:

1. Enter operational uses of cash
(from PART I - Lines 16, 17, 22 & 23)
2. Enter non-rent income
(From PART I - Lines 4, 5, 6 & 7)
3. Rental Income Needed - Subtract Line 2 from Line 1
4. Projected occupancy level factor (._ _)
(For example enter ".95" for 95% expected occupancy)
5. Total income needed from rent *(Divide Line 3 by Line 4)*
6. Calculate BASIC and NOTE RATE rents for each size unit. *(Refer to Exhibit H-1 of FmHA Instruction 1930-C.)*

PART VII - NOTICE OF CHANGE TO BORROWER/PROJECT STATUS
(report one change per form)

PROJECT NAME	BORROWER NAME	BORROWER ID & PROJECT NO.
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TYPE OF CHANGE (check one and attach any required documentation):

<input type="checkbox"/> DOCUMENTATION (check one and attach documentation)	<input type="checkbox"/> CHANGE OF ADDRESS (check one and enter the (new address below)	<input type="checkbox"/> CHANGE OF INSURANCE (check one and enter policy number, amount of coverage, expiration date, insurance company name and address)	<input type="checkbox"/> CHANGE OF BORROWER MEMBER STATUS (check one and enter the name and address below, for corporate officer changes also enter the position and expiration date of office)
<input type="checkbox"/> Management Plan <input type="checkbox"/> Management Agreement <input type="checkbox"/> Lease <input type="checkbox"/> Occupancy Rules <input type="checkbox"/> By-Laws <input type="checkbox"/> AFHMP	<input type="checkbox"/> Borrower Entity <input type="checkbox"/> Management Agent <input type="checkbox"/> FmHA Servicing Address (where FmHA mails official notices)	<input type="checkbox"/> Property Insurance <input type="checkbox"/> Liability Insurance <input type="checkbox"/> Fidelity Coverage POLICY NUMBER: _____ AMOUNT OF COVERAGE: _____ EXPIRATION DATE OF POLICY: _____ (_ - _ - _)	<input type="checkbox"/> Add General Partner <input type="checkbox"/> Remove General Partner <input type="checkbox"/> Add Limited Ptn. (more than 10% Int.) <input type="checkbox"/> Remove Ltd. Ptn. (more than 10% Int.) <input type="checkbox"/> Change to Corporate Officer POSITION (Pres. V.P., etc.): _____ EXPIRATION DATE OF OFFICE _____ (_ - _ - _)

ENTRY FIELDS FOR NAME (Use either Individual or Org.):	ENTRY FIELDS FOR ADDRESS:
INDIVIDUAL:	Address Line 1: _____
Last First M.I.	Address Line 2: _____
_____	City: _____
ORGANIZATION:	State: _____ Zip Code: _____
SOC. SEC. # OR TAX ID OF NEW G.P. OR L.P.	

PART VII - NOTICE OF CHANGE TO BORROWER/PROJECT STATUS
(report one change per form)

PROJECT NAME	BORROWER NAME	BORROWER ID & PROJECT NO.
---------------------	----------------------	--------------------------------------

TYPE OF CHANGE (check one and attach any required documentation):

<input type="checkbox"/> DOCUMENTATION (check one and attach documentation)	<input type="checkbox"/> CHANGE OF ADDRESS (check one and enter the (new address below)	<input type="checkbox"/> CHANGE OF INSURANCE (check one and enter policy number, amount of coverage, expiration date, insurance company name and address)	<input type="checkbox"/> CHANGE OF BORROWER MEMBER STATUS (check one and enter the name and address below, for corporate officer changes also enter the position and expiration date of office)
<input type="checkbox"/> Management Plan <input type="checkbox"/> Management Agreement <input type="checkbox"/> Lease <input type="checkbox"/> Occupancy Rules <input type="checkbox"/> By-Laws <input type="checkbox"/> AFHMP	<input type="checkbox"/> Borrower Entity <input type="checkbox"/> Management Agent <input type="checkbox"/> FmHA Servicing Address (where FmHA mails official notices)	<input type="checkbox"/> Property Insurance <input type="checkbox"/> Liability Insurance <input type="checkbox"/> Fidelity Coverage POLICY NUMBER: _____ AMOUNT OF COVERAGE: _____ EXPIRATION DATE OF POLICY: _____ (_ - _ - _)	<input type="checkbox"/> Add General Partner <input type="checkbox"/> Remove General Partner <input type="checkbox"/> Add Limited Ptn. (more than 10% Int.) <input type="checkbox"/> Remove Ltd. Ptn. (more than 10% Int.) <input type="checkbox"/> Change to Corporate Officer POSITION (Pres. V.P., etc.): _____ EXPIRATION DATE OF OFFICE _____ (_ - _ - _)

ENTRY FIELDS FOR NAME (Use either Individual or Org.):	ENTRY FIELDS FOR ADDRESS:
INDIVIDUAL:	Address Line 1: _____
Last First M.I.	Address Line 2: _____
_____	City: _____
ORGANIZATION:	State: _____ Zip Code: _____
SOC. SEC. # OR TAX ID OF NEW G.P. OR L.P.	



IDAHO LEGAL AID SERVICES, INC.
SERVICIOS LEGALES/MIGRANT LAW UNIT

MAIN OFFICE
708 Main Street
P.O. Box 1116 • Caldwell, Idaho 83606-1116
(208) 454-2591 / 345-2193
FAX (208) 454-2593

MIGRANT OFFICES
482 C Street, Suite 101
Idaho Falls, ID 83402
(208) 524-3660
224 S Arthur, Suite A
P O Box 1785
Pocatello, ID 83240-1785
(208) 233-0079
161 7th Ave. North
Twin Falls, ID 83303-1296
(208) 734-7024

March 11, 1994

Don Downen
Attorney at law
P.O. Box 640
Caldwell, ID 83606-0640

Dear Don:

On December 21, 1993 I wrote David Linden about the fire in the apartment of Ofelia Rosas and Esteban Corovel. The fire destroyed all of their family's possessions.

As you may recall, you called me on December 22 and asked me to send you a list of their lost possessions. Ms. Rosas and Mr. Corovel provided us with a list, but we lost it. It took us several weeks to obtain another list from them. I have enclosed this list and the estimated values of the possessions.

Thank you for your assistance in this matter.

Sincerely,

IDAHO LEGAL AID SERVICES, INC.
MIGRANT FARMWORKERS LAW UNIT

Erik Johnson
Attorney at Law

EJ/mt

<u>ITEM</u>	<u>VALUE</u>
Television	\$300
Blender	\$ 30
Iron	\$ 25
Stereo	\$200
2 big blankets	\$ 20
4 sml blankets	\$ 40
2 big sheets	\$ 50
2 sml sheets	\$ 48
2 big quilts	\$ 60
2 sml quilts	\$ 60
17 year olds Clothing:	
6 pairs of pants	\$120
4 tshirts	\$120
3 shirts	\$ 45
2 leather jackets	\$200
2 sweaters	\$ 30
3 pairs of shoes	\$ 40
2 pairs of tennis shoes	\$ 60
14 year olds clothing:	
4 pairs of pants	\$ 64
3 tshirts	\$ 40
2 shirts	\$ 30
2 sweaters	\$ 24
1 jacket	\$ 40
4 year olds clothing:	
5 pairs of jumpsuits	\$ 60
5 shirts	\$ 30
3 pairs of pants	\$ 25
3 sweaters	\$ 30
2 jackets	\$ 30
3 tshirts	\$ 20
1 pair of tennis shoes	\$ 18
2 pairs of shoes	\$ 30
2 pairs of tennis shoes	\$ 60
2 pairs of shoes	\$ 40
3 dresses	\$100
4 pairs of pants	\$100
3 tshirts	\$ 30
3 shirts	\$ 44
2 sweaters	\$ 60
5 towels	\$ 35
2 pots	\$ 30
2 frying pans	\$ 25
12 glasses	\$ 15
1 box of silverware	\$ 20
2 tablecloths	\$ 30
5 sets of curtains	\$120
TOTAL	\$2598.00

**United States
Department of
Agriculture**

**Farmers
Home
Administration**

**704 Albany St., Suite 7
Caldwell, Idaho 83605
208-459-0761
FAX: 208-459-0762**

1

April 12, 1994

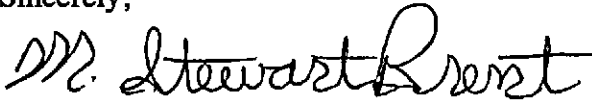
TO: FmHA BORROWERS AND MANAGEMENT AGENTS

Our letter of March 2, 1994 advised you of the requirements for placing reserve account funds in supervised accounts subject to FmHA countersignature. The purpose of this letter is to advise you of an additional requirement, as follows:

Please provide this office a copy of the first bank statement received after the countersignature account has been established.

Thank you for your cooperation. If you have any questions, please contact this office.

Sincerely,



**M. STEWART BRENT
District Director**

United States
Department of
Agriculture

Farmers
Home
Administration

704 Albany St., Suite 7
Caldwell, Idaho 83605
208-459-0761
FAX: 208-459-0762

March 2, 1994

TO: FmHA BORROWERS AND MANAGEMENT AGENTS

Effective February 25, 1994, the Farmers Home Administration (FmHA) published regulations which require that all Rural Rental Housing (RRH) and Labor Housing (LH) reserve accounts be placed in Supervised Bank Accounts. The requirements for these accounts are as follows:

1. Countersignature requirements: The reserve account must be established so that any withdrawal of funds requires the countersignature of an authorized FmHA official. Employees in the Caldwell District Office who are authorized to countersign the withdrawal of reserve account funds are as follows:

M. Stewart Brent, District Director
Fred L. Marker, District Loan Specialist
Rita A. Zabala, District Loan Technician
2. Restrictions on Collateral: The financial institution holding the reserve account must provide FmHA a letter ensuring that reserve account funds are not and will not be pledged or taken as security without the prior consent of Farmers Home Administration.
3. Interest Bearing: It is encouraged that reserve account funds be maintained in an interest bearing account.
4. Restricted Investments and Financial Institutions: Reserve account funds may be placed only in investments and financial institutions authorized in FmHA Instruction 1930-C, Exhibit B (Management Handbook), Paragraph XIII B 2 c (2) (i) thru (viii).

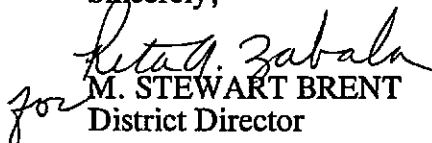
FmHA regulations require that all reserve account funds be placed in Supervised Bank Accounts no later than July 26, 1994. However, we would like to accomplish these transfers well in advance of this deadline. Please contact your financial institution at your earliest convenience to arrange for establishment of the required account.

In cases where establishment of the Supervised Bank Account by July 26, 1994 would result in an early withdrawal penalty, a reasonable extension may be granted. Please contact our office if you have this situation.

The establishment of Supervised Bank Accounts will not change routines for obtaining FmHA authorization for use of reserve account funds. The Borrower or Management Agent will contact FmHA to obtain prior FmHA approval before incurring an expense to be paid from reserve account funds. When submitting the actual expense for final approval the check or other withdrawal document will be presented to FmHA for countersignature.

If you have any questions regarding the above requirements, please contact our office to discuss them.

Sincerely,


for M. STEWART BRENT
District Director

FmHA Farmers Home Administration is an Equal Opportunity Lender.

Complaints of discrimination should be sent to:
Secretary of Agriculture, Washington, D.C. 20250

United States
Department of
Agriculture

Farmers
Home
Administration

704 Albany St., Suite 7
Scalded, Idaho 83605
208-459-0761
FAX: 208-459-0762

January 3, 1994

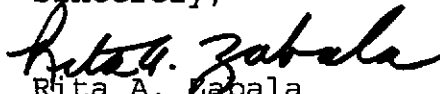
Mr. David Linden
Housing Authority City of Caldwell
P. O. Box 70
Caldwell, ID 83605

Dear Dave:

We recently sent you a copy of "USDA FmHA Management Handbook, August, 1993". You will note that there have been changes in various aspects of management of rural rental housing and labor housing projects. We have scheduled a meeting for labor housing managers to discuss the changes and implementation of new procedures.

The meeting will be held on February 2, 1994 in the ASCS Conference Room located at 510 Arthur St. Caldwell, ID. The meeting will begin at 9:30 A. M. and will conclude at 12:30 A.M. Please bring your handbook to the meeting. If you need additional handbooks, please call us.

Sincerely,



Rita A. Zabala
Dist. Loan Tech

HOUSING AUTHORITY
of the
CITY of CALDWELL
P. O. Box 70
Caldwell, Idaho 83605
(208) 459-2232

CALDWELL FARMWAY VILLAGE HOUSING
BUDGET JAN. 1, 1994 THROUGH DEC. 31, 1994

<u>ACCOUNTS</u>	<u>INCOME 1993</u>	<u>BUDGET 1993</u>	<u>BUDGET 1994</u>
(501) Dwelling Rent	\$ 423,491.00	\$ 312,640.00	\$ 399,174.00
(502) Non-Dwell rent	8,080.00	8,100.00	8,500.00
(503) Other Proj Income	7,362.00	2,000.00	8,000.00
(504) Interest Income	6,273.00	7,500.00	7,000.00
	<hr/>	<hr/>	<hr/>
	\$ 445,206.00	\$ 330,240.00	\$ 422,674.00
	<hr/>	<hr/>	<hr/>
<u>EXPENSES (PROJECTED)</u>			
(731) Mangmnt Salaries	54,250.00	50,520.00	54,340.00
(732) RM & R Salaries	47,731.00	46,000.00	61,342.00
(737) Electricity	14,961.00	11,500.00	15,000.00
(747) State Ret & FICA	17,849.00	15,100.00	20,537.00
Soc. Sec. - 8,595.			
State Ret. -11,942.			
(748) Other Mgmnt Expnse	18,724.00	9,500.00	16,400.00
(750) Water, Irrigation	1,937.00	1,850.00	1,950.00
(745) Insurance Blue Cr	25,121.00	21,000.00	26,856.00
(753) Insurances	18,202.00	20,650.00	20,965.00
(753) Workmens Comp	6,081.00	3,350.00	6,000.00
(754) Legal & Accouting	12,588.00	10,990.00	11,250.00
(758) Repairs & Maint	60,918.00	49,165.00	57,114.00
(759)			
(763) RM & R Contract	21,438.00	16,500.00	37,565.00
(316) Unemp. Tax	3,477.00	3,000.00	3,000.00
(452) Debt Retirement	26,352.00	26,355.00	26,355.00
(453) Debt Reserve	62,380.00	44,760.00	64,000.00
	<hr/>	<hr/>	<hr/>
	\$ 392,009.00	\$ 330,240.00	\$ 422,674.00
	<hr/>	<hr/>	<hr/>

LEGAL NOTICE OF PUBLIC HEARING
BEFORE THE
CANYON COUNTY PLANNING AND ZONING COMMISSION

LEGAL NOTICE IS HEREBY GIVEN that the Canyon County Planning and Zoning Commission will hold Public Hearings on Tuesday, April 5, 1994 at 7:00 p.m. in the first floor Public Meeting Room, Canyon County Courthouse, 1115 Albany Street, Caldwell, Idaho, as follows:

CASE# 3Z105/32-5N-2 JAMES AND CYNTHIA BOWERS

A request by James and Cynthia Bowers for a **CONDITIONAL USE PERMIT** to allow for a tea room/gift shop on twenty (20) acres in an "A" (Agricultural) Zone. The property is located one-half mile west of Duff Lane and approximately one-quarter mile south of Purple Sage Road and is a portion of the Southwest Quarter of the Northeast Quarter of Section 32, Township 5 North, Ranger 2 West, Boise Meridian, Canyon County, Idaho.

CASE# 3Z106/09-4N-3 HOUSING AUTHORITY OF CALDWELL

A request by Housing Authority of Caldwell for a **CONDITIONAL USE PERMIT** to construct an additional 60 units at the Farmway Village Apartments located at the southeast corner of Highway 44 extension and Farmway Road being a portion of the Northwest Quarter of Section 9, Township 4 North, Range 3 West, Boise Meridian, Canyon County, Idaho.

CASE# 4Z002/07-3N-2 DWAYNE DILLON

A request by Dwayne Dillon for a **REZONE** to rezone approximately 14 acres from R-2 (Combined Medium Density Residential) to C-3 (Service Commercial) and for a **CONDITIONAL USE PERMIT** to allow for a Mini-storage facility. The property is located approximately half way between Homedale Road and Moss Lane on the southwest side of Nampa-Caldwell Blvd. and is a portion of the Northeast Quarter of Section 7, Township 3 North, Range 2 West, Boise Meridian, Canyon County, Idaho.

CASE #4Z029/32-4N-3 DENNIS DAVIS

A request by Dennis Davis for a **CONDITIONAL USE PERMIT** to divide approximately 3.29 acres in an "A" (Agricultural) Zone into four (4) parcels for residential use. The property is located at the East side of Wagner Road approximately one quarter mile North of Ustick Road and is further described as being a portion of the Southwest Quarter of Section 32, Township 4 North, Range 3 West, Boise Meridian, Canyon County, Idaho.

CASE #4Z030/07-2N-3 CHARLES AND JOSEPHINE GEER

A request by Charles and Josephine Geer for a **CONDITIONAL USE PERMIT** to divide an 80 acre parcel into three (3) parcels and a 20 acre parcel into four (4) parcels, all in an "A" (Agricultural) Zone. The property is located at 17774 Lewis Lane and is further described as being a portion of the Southwest Quarter and the Northwest Quarter of Section 7, Township 2 North, Range 3 West, Boise Meridian, Canyon County,

IT IS THE RECOMMENDATION OF THE ADMINISTRATOR that the following requests be reviewed by the Commission pursuant to Canyon County Zoning Ordinance 93-002, Section 12.3(H)(3).

CASE# 4L013/35-5N-2 MARSHALL AND PEGGY CARPENTER

Request for an Administrative Lot Split to divide fifteen (15) acres into four (4) parcels of 3.75 acres each. The property is located approximately one half mile south and one quarter mile east of the intersection of Purple Sage Road and Kingsbury Road and is further described as being in the Southwest Quarter of Section 35, Township 5 North, Range 2 West, Boise Meridian, Canyon County, Idaho.

All documents concerning public hearing items may be reviewed at the Planning and Zoning Office, 3rd Floor, Canyon County Courthouse, 1115 Albany Street, Caldwell, Idaho 83605. Office hours are 8:30 A.M. to 12:00 Noon and 1:00 P.M. to 5:00 P.M., Monday through Friday, except holidays. For more information contact the Canyon County Planning and Zoning Administration at 454-7458. Those desiring to testify in favor or in opposition to any of these applications, should arrive between 6:45 and 7:00 P.M., in order to enter their name and address as a witness on the "Sign-up Sheet" near the main entrance door of the Public Meeting Room.

All interested citizens are invited to attend this Public Meeting and present oral or written testimony concerning these matters. For assistance for the physically challenged please call 454-7458.

ID PRESS TRIBUNE - PUBLICATION DATE: March 21, 1994. legal-PK/kjj

HOUSING AUTHORITY

of the
CITY of CALDWELL
P. O. Box 70
Caldwell, Idaho 83605
(208) 459-2232
March 30, 1994

COMMISSIONERS MEETING

A G E N D A

1. Request for reimbursement for Apt. #75 fire
A. Eric from Twin Cities Electric comments...
2. Tractor and Four Wheeler purchase
A. Paul Okamura comments...
3. Deputy update
A. Camilo Lopez comments...
4. New FmHA requirement
5. New application and P & Z update with material
6. Migrant Council wants to paint the Day Care (Sample)
7. Chemical Substance Testing Policy
8. Consideration of staff pay increase
9. Consideration of 1994 budget and Accounts Receivable
10. Occupancy



IDAHO LEGAL AID SERVICES, INC.
SERVICIOS LEGALES/MIGRANT LAW UNIT

MAIN OFFICE
708 Main Street
P.O. Box 1116 • Caldwell, Idaho 83606-1116
(208) 454-2591 / 345-2193
FAX (208) 454-2593

MIGRANT OFFICES
482 C Street, Suite 101
Idaho Falls, ID 83402
(208) 524-3660
224 S. Arthur, Suite A
P O. Box 1785
Pocatello, ID 83240-1785
(208) 233-0079
161 7th Ave North
Twin Falls, ID 83303-1296
(208) 734-7024

March 11, 1994

Don Downen
Attorney at law
P.O. Box 640
Caldwell, ID 83606-0640

Dear Don:

On December 21, 1993 I wrote David Linden about the fire in the apartment of Ofelia Rosas and Esteban Corovel. The fire destroyed all of their family's possessions.

As you may recall, you called me on December 22 and asked me to send you a list of their lost possessions. Ms. Rosas and Mr. Corovel provided us with a list, but we lost it. It took us several weeks to obtain another list from them. I have enclosed this list and the estimated values of the possessions.

Thank you for your assistance in this matter.

Sincerely,

IDAHO LEGAL AID SERVICES, INC.
MIGRANT FARMWORKERS LAW UNIT

Erik Johnson
Attorney at Law

EJ/mt

<u>ITEM</u>	<u>VALUE</u>
Television	\$300
Blender	\$ 30
Iron	\$ 25
Stereo	\$200
2 big blankets	\$ 20
4 sml blankets	\$ 40
2 big sheets	\$ 50
2 sml sheets	\$ 48
2 big quilts	\$ 60
2 sml quilts	\$ 60
 17 year olds Clothing:	
6 pairs of pants	\$120
4 tshirts	\$120
3 shirts	\$ 45
2 leather jackets	\$200
2 sweaters	\$ 30
3 pairs of shoes	\$ 40
2 pairs of tennis shoes	\$ 60
 14 year olds clothing:	
4 pairs of pants	\$ 64
3 tshirts	\$ 40
2 shirts	\$ 30
2 sweaters	\$ 24
1 jacket	\$ 40
 4 year olds clothing:	
5 pairs of jumpsuits	\$ 60
5 shirts	\$ 30
3 pairs of pants	\$ 25
3 sweaters	\$ 30
2 jackets	\$ 30
3 tshirts	\$ 20
1 pair of tennis shoes	\$ 18
2 pairs of shoes	\$ 30
 2 pairs of tennis shoes	\$ 60
2 pairs of shoes	\$ 40
3 dresses	\$100
4 pairs of pants	\$100
3 tshirts	\$ 30
3 shirts	\$ 44
2 sweaters	\$ 60
5 towels	\$ 35
2 pots	\$ 30
2 frying pans	\$ 25
12 glasses	\$ 15
1 box of silverware	\$ 20
2 tablecloths	\$ 30
5 sets of curtains	\$120
 TOTAL	\$2598.00

United States
Department of
Agriculture

Farmers
Home
Administration

704 Albany St., Suite 7
Caldwell, Idaho 83605
208-459-0761
FAX: 208-459-0762

March 2, 1994

TO: FmHA BORROWERS AND MANAGEMENT AGENTS

Effective February 25, 1994, the Farmers Home Administration (FmHA) published regulations which require that all Rural Rental Housing (RRH) and Labor Housing (LH) reserve accounts be placed in Supervised Bank Accounts. The requirements for these accounts are as follows:

1. Countersignature requirements: The reserve account must be established so that any withdrawal of funds requires the countersignature of an authorized FmHA official. Employees in the Caldwell District Office who are authorized to countersign the withdrawal of reserve account funds are as follows:

M. Stewart Brent, District Director
Fred L. Marker, District Loan Specialist
Rita A. Zabala, District Loan Technician
2. Restrictions on Collateral: The financial institution holding the reserve account must provide FmHA a letter ensuring that reserve account funds are not and will not be pledged or taken as security without the prior consent of Farmers Home Administration.
3. Interest Bearing: It is encouraged that reserve account funds be maintained in an interest bearing account.
4. Restricted Investments and Financial Institutions: Reserve account funds may be placed only in investments and financial institutions authorized in FmHA Instruction 1930-C, Exhibit B (Management Handbook), Paragraph XIII B 2 c (2) (i) thru (viii).

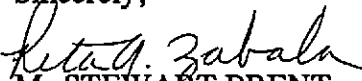
FmHA regulations require that all reserve account funds be placed in Supervised Bank Accounts no later than July 26, 1994. However, we would like to accomplish these transfers well in advance of this deadline. Please contact your financial institution at your earliest convenience to arrange for establishment of the required account.

In cases where establishment of the Supervised Bank Account by July 26, 1994 would result in an early withdrawal penalty, a reasonable extension may be granted. Please contact our office if you have this situation.

The establishment of Supervised Bank Accounts will not change routines for obtaining FmHA authorization for use of reserve account funds. The Borrower or Management Agent will contact FmHA to obtain prior FmHA approval before incurring an expense to be paid from reserve account funds. When submitting the actual expense for final approval the check or other withdrawal document will be presented to FmHA for countersignature.

If you have any questions regarding the above requirements, please contact our office to discuss them.

Sincerely,


for M. STEWART BRENT
District Director

FmHA Farmers Home Administration is an Equal Opportunity Lender.

Complaints of discrimination should be sent to:
Secretary of Agriculture, Washington, D.C. 20250

HOUSING AUTHORITY OF THE CITY OF CALDWELL, IDAHO

STATEMENT OF REVENUES
FOR THE TWELVE MONTHS ENDED DECEMBER 31, 1993
(UNAUDITED)

	CURRENT MONTH	YEAR TO DATE	1993 BUDGET	REMAINING BUDGET
Dwelling rent	\$38,244	\$423,491	\$312,640	\$(110,851)
Non-dwelling rent	740	8,080	8,100	20
Other project income	688	7,362	2,000	(5,362)
Interest income	1,697	6,273	7,500	1,227
Total revenues	\$41,369	\$445,206	\$330,240	\$(114,966)

STATEMENT OF EXPENDITURES
FOR THE TWELVE MONTHS ENDED DECEMBER 31, 1993
(UNAUDITED)

	CURRENT MONTH	YEAR TO DATE	1993 BUDGET	REMAINING BUDGET
Management salaries	\$ 4,531	\$ 54,250	\$ 50,520	\$ (3,730)
RM & R salaries	4,584	47,731	46,000	(1,731)
Electricity	1,471	14,961	11,500	(3,461)
Unemployment tax	775	3,477	3,000	(477)
State retirement & FICA	1,637	17,849	15,100	(2,749)
Other management expense	1,228	18,724	9,500	(9,224)
Water, irrigation		1,937	1,850	(87)
Insurance - Blue Cross	2,481	25,121	21,000	(4,121)
Insurance - other	6,574	24,283	24,000	(283)
Legal and accounting	1,820	12,588	10,990	(1,598)
Repairs and maintenance	7,260	63,918	49,165	(14,753)
Sanitation & lawn care	2,073	18,438	16,500	(1,938)
Debt retirement	2,196	26,352	26,355	3
Debt reserve	4,000	62,380	44,760	(17,620)
Bank charges	45	574		(574)
Total expenditures	\$40,675	\$392,583	\$330,240	\$(62,343)

See accountants' compilation report.

HOUSING AUTHORITY OF THE CITY OF CALDWELL, IDAHO

SCHEDULE OF CASH BALANCES
FOR THE ONE MONTH ENDED DECEMBER 31, 1993
(UNAUDITED)

GENERAL FUND:

	<u>CHECKING</u>	<u>PETTY</u>	<u>CHANGE</u>	<u>SECURITY DEPOSITS</u>	<u>SAVINGS</u>
Beginning of month	\$70,077	\$100	\$ 372	\$10,688	\$986
Deposits:					
Operations	42,820				
Change fund	3,052		2,952		
Interest	86			16	8
Transfers					
Disbursements:					
Operations	(41,518)			(10)	
Change fund	(2,952)		(3,052)		
Transfers	(4,000)				
End of month	67,565	<u>\$100</u>	<u>\$ 272</u>	<u>\$10,694</u>	<u>\$994</u>
Less: Accounts payable	(15,946)				
Available after payment of current period payables	<u>\$51,619</u>				

OTHER FUNDS:

	<u>CONSTRUCTION CHECKING</u>	<u>O & M FUND RESTRICTED SAVINGS</u>	<u>DEBT SERVICE FUND SAVINGS</u>	<u>DEBT RESERVE FUND RESTRICTED SAVINGS</u>
Beginning of month		\$2,425		\$193,305
Deposits:				
Operations				
Transfers				4,000
Interest		20		1,568
Disbursements:				
Operations				
Transfers				
Interest				
Debt retirement				
End of month		<u>\$2,445</u>		<u>\$198,873</u>

See accountants' compilation report.

HOUSING AUTHORITY OF THE CITY OF CALDWELL

SUMMARY OF CONSTRUCTION EXPENDITURES
FOR THE TWELVE MONTHS ENDED DECEMBER 31, 1993

CONSTRUCTION COSTS - REIMBURSABLE:

<u>Check Date</u>	<u>Description</u>	<u>Amount</u>
1-01-93	Beginning Balance	\$ 82,977.61
3-10-93	Materials Testing Lead Testing	722.25
3-10-93	GE Appliances 50 Stoves, 50 Refrigerators	24,950.00
3-10-93	NITZ Cabinets	2,725.00
7-12-93	Holiday Engineering Water System, June services	274.25
8-10-93	Anderson Signs Keep Off Grass Signs	105.00
8-10-93	Capital Paint & Glass Storm Doors (20)	2,880.00
8-10-93	Gillingham Construction Operator w/loader	318.75
8-10-93	Ted Parrott Labor	112.00
8-10-93	Quality Concrete Curb and Sidewalk	8,525.15
8-10-93	Root Rents Equipment Rent	29.90
8-10-93	The Russell Corporation Paving	5,622.16
8-10-93	Twin Cities Electric Electrical Service	105.00
10-10-93	Signs, By Smith Equal Housing Opportunity Signs	<u>136.50</u>
	Total	<u>\$129,483.57</u>

HOUSING AUTHORITY OF THE CITY OF CALDWELL

SUMMARY OF CONSTRUCTION EXPENDITURES
FOR THE TWELVE MONTHS ENDED DECEMBER 31, 1993

CONSTRUCTION COSTS II - REIMBURSABLE:

<u>Check Date</u>	<u>Description</u>	<u>Amount</u>
11-10-93	JUB Engineers Capacity Analysis	\$ 123.58
12-10-93	J.R. Weissrock Co. Survey site	3,200.00
12-29-93	Canyon Co. P & Z Application Fee	<u>50.00</u>
	Total	<u>\$ 3,373.58</u>

BUILDINGS UNDER CONSTRUCTION:

1-01-93	Beginning Balance	\$2,386,485.45
1-08-93	The Russell Corp. Pmt. 8 on Contract	102,487.00
1-08-93	NW Technologies, Inc. Pmt. 2 on Contract	7,752.52
1-08-93	Crowder & Assoc. Architectural Services	14,928.00
2-17-93	Crowder & Assoc. Architectural Fees	5,662.00
2-17-93	The Russell Corp. Pmt. 9 on Contract	178,653.00
3-16-93	The Russell Corp. Pmt. 10	115,097.00
3-16-93	NW Technologies, Inc. Pmt. 3 on Contract	54,646.46
4-02-93	The Russell Corp. Pmt. 11	115,422.00
4-27-93	The Russell Corp. Pmt. 12	317,046.00
4-27-93	Crowder & Assoc. Architectural Fees	5,980.00
5-18-93	NW Technologies Partial Pmt. 4	8,096.85

HOUSING AUTHORITY OF THE CITY OF CALDWELL

SUMMARY OF CONSTRUCTION EXPENDITURES
FOR THE TWELVE MONTHS ENDED DECEMBER 31, 1993

BUILDINGS UNDER CONSTRUCTION (CONTINUED):

<u>Check Date</u>	<u>Description</u>	<u>Amount</u>
6-4-93	Crowder Associates Architectural Fees	\$ 5,381.00
6-4-93	The Russell Corporation Payment 13	174,461.00
6-4-93	The Russell Corporation Retainage Release #2	114,735.00
7-12-93	The Russell Corporation Payment 14	63,113.00
7-28-93	NW Technologies Final Payment 5	16,330.75
10-18-93	Russell Corporation Pmt. 15	160,115.00
10-18-93	Crowder & Associates Architectural Fees	<u>724.00</u>
	Total	<u>\$3,847,116.03</u>

CONTRIBUTIONS AND EXPENDITURES:

1-01-93	Beginning Balance	<u>\$ 293.20</u>
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HOUSING AUTHORITY
 of the
CITY of CALDWELL
 P. O. Box 70
 Caldwell, Idaho 83605
 (208) 459-2232
 February 2, 1994

By action of the Commissioners of the Housing Authority of the City of Caldwell, Idaho at the regular meeting held _____; 1994, accounts receivable and credits for 1993 were written off as follows;

To profit and loss account	(Collection losses)
Apartments (New)	\$.00
Apartments (Block)	6,472.68
	\$ 6,472.68
To profit and loss account	(Credit balances)
Apartments (New)	292.00
Apartments (Block)	821.65
	\$ 1,113.65
	\$ 5,359.03
	\$ 5,359.03

CREDITABLE ACCOUNTS 1993
Apartments (New) & Apartments (Block)

<u>NAME</u>	<u>DATE VACATED</u>	<u>UNIT #</u>	<u>RENT</u>
APTS. (NEW)	11/29/93		292.00
			<hr/>
			\$ 292.00
 <u>APTS. (Block)</u>			
Balderas, Felicitas	05/01/93	004	\$ 35.00
Cruz, Debra	05/15/93	061	95.00
Enriquez, Cesar	02/26/93	042	37.02
Foster, Bertha	10/29/93	079	92.50
Lemus, David	04/23/93	016	94.00
Mendoza, Jose	07/29/93	042	45.51
Moya, Jose	10/29/93	015	77.04
Navarro, S. Juana	02/12/93	039	31.50
Perez, Maria D	02/12/93	047	24.68
Romero, Sergio	10/29/93	032	60.00
Sanchez, Marcial	11/10/93	025	127.40
Santelmo, Maria	05/15/93	009	102.00
			<hr/>
			\$ 821.65
			<hr/>
			<hr/>
Total creditable accounts Apts (New & Old)			\$ 821.65
			<hr/>
			<hr/>

UNCOLLECTABLE ACCOUNTS 1993
Apartments (New) & Apartments (Block)

<u>NAME</u>	<u>DATE VACATED</u>	<u>UNIT #</u>	<u>RENT</u>	
APTS. (NEW)			.00	
			<hr/> <hr/>	
 <u>APTS. (Block)</u>				
Banda, Angelica	04/03/93	031	\$ 675.85	Evicted
Cantu, Guadalupe	10/26/93	059	400.00	
Casas, Eduardo	10/05/93	081	280.00	
Chavez, Erasmo	12/29/93	050	455.87	Evicted
Flores, Rosa	11/30/93	080	17.00	
Gomez, Javier	12/02/93	047	465.00	
Gonzalez, Martha	11/17/93	091	85.00	
Guerrero, Oscar	12/17/93	054	336.17	
Guerrero, Santos	12/29/93	069	185.00	
Macias, Francisco	11/05/93	046	220.00	
Magaña, Enrique	07/02/93	109	348.45	
Medina, Minerva	11/12/93	016	61.60	
Mora, Felipe	12/14/93	076	635.00	
Perez, Eulalio	08/26/93	007	174.91	
Rosas, Cristina	02/30/93	055	702.00	Evicted
Rubalcaba, Elvia	10/29/93	076	156.00	
Saldaña, Martin	08/13/93	110	461.85	
Velasquez, Ricardo	12/10/93	101	540.00	
Zuniga, Juan	11/26/93	062	47.98	
Villegas, Guadalupe	12/06/93	021	225.00	
			\$ <hr/> <hr/>	
			6,472.68	
			<hr/> <hr/>	
Total uncollectable accounts Apts (New & Block)			\$ 6,472.68	
			<hr/> <hr/>	

HOUSING AUTHORITY

of the
CITY of CALDWELL
P. O. Box 70
Caldwell, Idaho 83605
(208) 459-2232
February 23, 1994

C O M M I S S I O N E R S M E E T I N G

A G E N D A

1. Deputy Consideration
2. FmHA Application
3. Day Care Module - What should be done?
4. Chemical Substance Policy Example
5. Tractor - Paul's comments
6. Write-offs
7. Occupancy

HOUSING AUTHORITY

of the
CITY of CALDWELL
P. O. Box 70
Caldwell, Idaho 83605
(208) 459-2232
March 30, 1994

CONSIDERATION OF WAGE INCREASE

The staff at Farmway Village has been cooperating very well with the additional work load. Their experience helped us keep up with the need in 1993. Although the office staff is going through a learning process with the computer change over. I would recommend an across the board pay increase of 5% for 1994. The increase would result in \$2,500.00 Housing Authority cost for 1994.

NAME	YEARS	PRESENT	INCREASE	TOTAL
Ayde Cortina	16	7.25	.32	7.61
Juan Mora	8	7.00	.35	7.35
Roy Salinas	10	6.50	.32	6.82
Lupe Ramirez	2	5.50	.27	5.77

HOUSING AUTHORITY
 of the
CITY of CALDWELL
 P. O. Box 70
 Caldwell, Idaho 83605
 (208) 459-2232
 February 2, 1994

By action of the Commissioners of the Housing Authority of the City of Caldwell, Idaho at the regular meeting held _____; 1994, accounts receivable and credits for 1993 were written off as follows;

To profit and loss account	(Collection losses)
Apartments (New)	\$.00
Apartments (Block)	6,472.68
	\$ 6,472.68
To profit and loss account	(Credit balances)
Apartments (New)	292.00
Apartments (Block)	821.65
	\$ 1,113.65
Net rent loss on Apartments	\$ 5,359.03

CREDITABLE ACCOUNTS 1993
Apartments (New) & Apartments (Block)

<u>NAME</u>	<u>DATE VACATED</u>	<u>UNIT #</u>	<u>RENT</u>
APTS. (NEW)	11/29/93		292.00
			<hr/>
			\$ 292.00
<u>APTS. (Block)</u>			
Balderas, Felicitas	05/01/93	004	\$ 35.00
Cruz, Debra	05/15/93	061	95.00
Enriquez, Cesar	02/26/93	042	37.02
Foster, Bertha	10/29/93	079	92.50
Lemus, David	04/23/93	016	94.00
Mendoza, Jose	07/29/93	042	45.51
Moya, Jose	10/29/93	015	77.04
Navarro, S. Juana	02/12/93	039	31.50
Perez, Maria D	02/12/93	047	24.68
Romero, Sergio	10/29/93	032	60.00
Sanchez, Marcial	11/10/93	025	127.40
Santelmo, Maria	05/15/93	009	102.00
			<hr/>
			\$ 821.65
			<hr/> <hr/>
Total creditable accounts Apts (New & Old)			\$ 821.65
			<hr/> <hr/>

UNCOLLECTABLE ACCOUNTS 1993
Apartments (New) & Apartments (Block)

<u>NAME</u>	<u>DATE VACATED</u>	<u>UNIT #</u>	<u>RENT</u>	
APTS. (NEW)			.00	
			<hr/> <hr/>	
 <u>APTS. (Block)</u>				
Banda, Angelica	04/03/93	031	\$ 675.85	Evicted
Cantu, Guadalupe	10/26/93	059	400.00	
Casas, Eduardo	10/05/93	081	280.00	
Chavez, Erasmo	12/29/93	050	455.87	Evicted
Flores, Rosa	11/30/93	080	17.00	
Gomez, Javier	12/02/93	047	465.00	
Gonzalez, Martha	11/17/93	091	85.00	
Guerrero, Oscar	12/17/93	054	336.17	
Guerrero, Santos	12/29/93	069	185.00	
Macias, Francisco	11/05/93	046	220.00	
Magaña, Enrique	07/02/93	109	348.45	
Medina, Minerva	11/12/93	016	61.60	
Mora, Felipe	12/14/93	076	635.00	
Perez, Eulalio	08/26/93	007	174.91	
Rosas, Cristina	02/30/93	055	702.00	Evicted
Rubalcaba, Elvia	10/29/93	076	156.00	
Saldaña, Martin	08/13/93	110	461.85	
Velasquez, Ricardo	12/10/93	101	540.00	
Zuniga, Juan	11/26/93	062	47.98	
Villegas, Guadalupe	12/06/93	021	225.00	
			\$ <hr/> <hr/>	
			6,472.68	
			<hr/> <hr/>	
Total uncollectable accounts Apts (New & Block)			\$ 6,472.68	
			<hr/> <hr/>	

**LEGAL NOTICE OF PUBLIC HEARING
BEFORE THE
CANYON COUNTY PLANNING AND ZONING COMMISSION**

LEGAL NOTICE IS HEREBY GIVEN that the Canyon County Planning and Zoning Commission will hold Public Hearings on Tuesday, April 5, 1994 at 7:00 p.m. in the first floor Public Meeting Room, Canyon County Courthouse, 1115 Albany Street, Caldwell, Idaho, as follows:

CASE# 3Z105/32-5N-2 JAMES AND CYNTHIA BOWERS

A request by James and Cynthia Bowers for a **CONDITIONAL USE PERMIT** to allow for a tea room/gift shop on twenty (20) acres in an "A" (Agricultural) Zone. The property is located one-half mile west of Duff Lane and approximately one-quarter mile south of Purple Sage Road and is a portion of the Southwest Quarter of the Northeast Quarter of Section 32, Township 5 North, Ranger 2 West, Boise Meridian, Canyon County, Idaho.

CASE# 3Z106/09-4N-3 HOUSING AUTHORITY OF CALDWELL

A request by Housing Authority of Caldwell for a **CONDITIONAL USE PERMIT** to construct an additional 60 units at the Farmway Village Apartments located at the southeast corner of Highway 44 extension and Farmway Road being a portion of the Northwest Quarter of Section 9, Township 4 North, Range 3 West, Boise Meridian, Canyon County, Idaho.

CASE# 4Z002/07-3N-2 DWAYNE DILLON

A request by Dwayne Dillon for a **REZONE** to rezone approximately 14 acres from R-2 (Combined Medium Density Residential) to C-3 (Service Commercial) and for a **CONDITIONAL USE PERMIT** to allow for a Mini-storage facility. The property is located approximately half way between Homedale Road and Moss Lane on the southwest side of Nampa-Caldwell Blvd. and is a portion of the Northeast Quarter of Section 7, Township 3 North, Range 2 West, Boise Meridian, Canyon County, Idaho.

CASE #4Z029/32-4N-3 DENNIS DAVIS

A request by Dennis Davis for a **CONDITIONAL USE PERMIT** to divide approximately 3.29 acres in an "A" (Agricultural) Zone into four (4) parcels for residential use. The property is located at the East side of Wagner Road approximately one quarter mile North of Ustick Road and is further described as being a portion of the Southwest Quarter of Section 32, Township 4 North, Range 3 West, Boise Meridian, Canyon County, Idaho.

CASE #4Z030/07-2N-3 CHARLES AND JOSEPHINE GEER

A request by Charles and Josephine Geer for a **CONDITIONAL USE PERMIT** to divide an 80 acre parcel into three (3) parcels and a 20 acre parcel into four (4) parcels, all in an "A" (Agricultural) Zone. The property is located at 17774 Lewis Lane and is further described as being a portion of the Southwest Quarter and the Northwest Quarter of Section 7, Township 2 North, Range 3 West, Boise Meridian, Canyon County,

IT IS THE RECOMMENDATION OF THE ADMINISTRATOR that the following requests be reviewed by the Commission pursuant to Canyon County Zoning Ordinance 93-002, Section 12.3(H)(3).

CASE# 4L013/35-5N-2 MARSHALL AND PEGGY CARPENTER

Request for an Administrative Lot Split to divide fifteen (15) acres into four (4) parcels of 3.75 acres each. The property is located approximately one half mile south and one quarter mile east of the intersection of Purple Sage Road and Kingsbury Road and is further described as being in the Southwest Quarter of Section 35, Township 5 North, Range 2 West, Boise Meridian, Canyon County, Idaho.

All documents concerning public hearing items may be reviewed at the Planning and Zoning Office, 3rd Floor, Canyon County Courthouse, 1115 Albany Street, Caldwell, Idaho 83605. Office hours are 8:30 A.M. to 12:00 Noon and 1:00 P.M. to 5:00 P.M., Monday through Friday, except holidays. For more information contact the Canyon County Planning and Zoning Administration at 454-7458. Those desiring to testify in favor or in opposition to any of these applications, should arrive between 6:45 and 7:00 P.M., in order to enter their name and address as a witness on the "Sign-up Sheet" near the main entrance door of the Public Meeting Room.

All interested citizens are invited to attend this Public Meeting and present oral or written testimony concerning these matters. For assistance for the physically challenged please call 454-7458.

ID PRESS TRIBUNE - PUBLICATION DATE: March 21, 1994. legal-PK/kjj

HOUSING AUTHORITY

of the
CITY of CALDWELL
P. O. Box 70
Caldwell, Idaho 83605
(208) 459-2232
March 30, 1994

COMMISSIONERS MEETING

A G E N D A

1. Request for reimbursement for Apt. #75 fire.
A. Eric from Twin Cities Electric comments...
2. Tractor and Four Wheeler purchase
A. Paul Okamura comments...
3. Deputy update
A. Camilo Lopez comments...
4. New FmHA requirement
5. Migrant Council wants to paint the Day Care (Sample)
6. Chemical Substance Testing Policy
7. Consideration of Staff pay increase
8. Consideration of 1994 budget and Accounts Receivable