

**Caldwell Housing Authority**  
**February 2020**  
**At Caldwell Housing Authority**

**Board Members Present:** Arnoldo Hernandez, Adam Garcia, Estella Zamora, and Sid Freeman.

**Board Members Absent:** Jim Porter, Patricia Benedict, and Van Beechler

**Staff Members Present:** Mike Dittenber, Marisela Pesina, Rick Legg, and Cecilia Flores

**In Order of Business**

**1. Roll call and call to order:**

Arnoldo Hernandez called the meeting to order at **12:12 p.m.**

**2. Agenda Approval**

Estella Zamora made a motion to amend the agenda to include a discussion about emergency response to emergency or crisis response, seconded by Sid Freeman and approved by the Board at **12:15 p.m.**

Sid Freeman made a motion to approve the agenda as amended, seconded by Estella Zamora, and approved by the Board at **12:16 p.m.**

**3. Meeting Minutes**

After reviewing the minutes, Adam Garcia made a motion to approve the January 2020 meeting minutes, seconded by Arnoldo Hernandez and approved by the Board at **12:17 p.m.**

**4. Trailer Purchase**

Mike spoke with the Board about purchasing a commercial trailer and mini-truck from one of its employees who had them for sale at a substantially reduced cost and lower than available for sale in the community. Sid Freeman made a motion to allow the housing authority to purchase the trailer providing proper ownership was verified and a proper sales agreement was entered, seconded by Estella Zamora, and approved by the Board at **12:20 p.m.** Although no official action was taken, the Board recommended postponing the mini-truck purchase until the next meeting.

**5. RV Park Development**

Mike spoke with the Board about the planning efforts to date to develop an RV park at Farmway Village and asked the Board to approve professional services fees to T-O Engineering to start the work. Sid Freeman made a motion to approve the service fees to T-O engineering for the proposed project (Phase I) providing plans for future development (Phase II) are added into the

scope of work for the sewer lagoon removal, seconded by Estella Zamora and approved by the Board at 12:55 p.m.

## 6. Downtown Redevelopment

Mike provided the Board an update on the Creekside development. He explained how the city attorney said some very good and very positive things about the proposal but suggested there were some hurdles to overcome. Mike explained how the city is not sold on the idea of a parking garage, does not want to waive impact fees, and does not want ground level apartments. Mike was optimistic that each of those items will be adequately addresses and the plan will go forward.

## 7. Emergency Response / Community Crisis

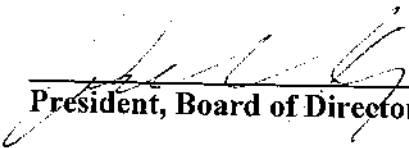
Estella Zamora and Arnolando Hernandez asked about CHA's plan (if any) to respond to "active shooter" incidents or "community crisis" such as SARS or Coronavirus. Mike indicated there was no official plan but meets with staff frequently discusses these types of situations. Mike committed to work on a plan but indicated it may take considerable time to develop and would keep the Board informed.

## 8. Financial Report

Rick provided the financial report for the month of January 2020. He explained some of the differences in the way the finances will be reported and noted the housing authority was in good financial shape. Adam Garcia made a motion to approve the January finances, seconded by Sid Freeman and approved by the Board at 1:35 p.m.

## 9. Adjourned at 1:40 p.m.

Certified: 7

  
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President, Board of Directors

  
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Executive Director

