

Caldwell Housing Authority
February 23, 2024
CHA Community Center and via ZOOM

Board Members Present: Arnoldo Hernandez, Estella Zamora, Patricia Benedict, Adam Garcia, Jim Porter, Robert Acosta, Sid Freeman, and Brad Doty

Board Members Absent:

Staff Members Present: Mike Dittenber, Teresa Sanchez, Marisela Melchor, and Rosario Soto

Visitors: Ruben Buenrostro

In Order of Business

1. Roll call and call to order:

Arnold called the meeting to order at **12:05 p.m.**

After Arnold called the meeting to order, Mike took a few minutes to announce that Mr. Arnoldo Hernandez received a presidential appointment from the White House and will manage the Farm Services Agency for the State of Idaho. Arnold spoke to everyone for a few minutes and explained the process and indicated he would start full time on January 29th. Arnold was congratulated by everyone.

2. Agenda Approval

Jim Porter made a motion to approve the February meeting agenda, seconded by Sid Freeman, and approved by the Board at **12:15 p.m.**

3. Approval of the January 2024 Meeting Minutes

Estella Zamora made a motion to approve the January 2024 meeting minutes, seconded by Robert Acosta, and approved by the Board at **12:16 p.m.**

4. 2023 Year-end financial report

Rosario Soto provided the year-end financial report. He indicated CHA's expenses were higher than normal because of the number of off-site projects. However, income from those projects offset expenses and CHA finished the year on track and only 3% over budget, but well within the anticipated margins. Patricia Benedict made a motion to approve the year-ending financials, seconded by Sid Freeman, and approved by the board at **12:25 p.m.**

5. Approval of 2024 Budget

Rosario provided the Board with a 2024 budget option including a 3.5%, 4.5%, and 6.5% increase over last year's budget. After some discussion, Sid Freeman made a motion to approve the 2024 budget with a 4.5% increase over the previous year, seconded by Patricia Benedict, and approved by the board at **12:40 p.m.**

6. Review new drinking waterline

Mike provided an update on the drinking waterline. He explained that there was a slight setback because the new city staff did not have the same priority as the previous city staff had and much of the connection fees with the city need renegotiated.

7. Development-related costs

Mike provided the Board a list of projects that need funded and spoke about the potential financing sources. Water projects were the highest priorities.

8. Board discussion

Estella Zamora asked Mike to provide information to the Board about insurance costs for Board Members. Following a brief discussion about insurance, Jim Porter spoke about an unfinished project at the Caldwell Cemetery recognizing children you pass away during and prior to delivery. He asked if CHA staff might be willing to provide some technical assistance and resources to complete the project. Mike indicated he would have staff reach in the coming days.

9. Adjourned

Adjourned at **1:50 p.m.**

Certified:



President, Board of Directors





Executive Director