

Caldwell Housing Authority
January 25 ,2019
(rescheduled to February 4th)
At Stewarts Bar and Grill

Board Members Present: Arnolando Hernandez, Estella Zamora, Jim Porter, and Patricia Benedict

Board Members Absent: Adam Garcia, Sid Freeman, and Van Beechler. Note: Adam Garcia did join the meeting by phone for a few minutes while awaiting another appointment.

Staff Members Present: Mike Dittenber, Marisela Pesina, and Rick Legg.

In Order of Business

1. Roll call and call to order:

Arnolando Hernandez called the meeting to order at **12:10 p.m.** He asked if there were any discussion items that should be included in the agenda.

2. Agenda Approval

Jim Porter made a motion to accept the agenda as presented, seconded by Patricia Benedict and unanimously approved by the Board at **12:12 p.m.**

3. Consent Agenda

Jim Porter made a motion to accept the November minutes as amended, seconded by Patricia Benedict and unanimously approved by the Board at **12:13 p.m.** After some discussion, Estella Zamora made a motion to approve the Exempt Employee Pay Adjustment policy, seconded by Jim Porter and approved by the Board at **12:22 p.m.**

4. Post-separation Fair Market Rent

The Board was asked to consider a proposal to use the Fair Market Rents (FMR) established by the U.S. Department of Housing and Urban Development for all rents following financial separation. Jim Porter made a motion adopting the FMR as a basis for all rents following financial separation, seconded by Patricia Benedict and approved by the Board at **12:36 p.m.**

5. Post-separation rent schedule

The Board was asked to consider a rent schedule that would charge farmers \$5.00 per bed-night and discount other tenant rents to 80, 70, 60, and 50% of the FMR; otherwise known as the 5/80 Plan. Jim Porter made a motion adopting the 5/80 Plan post-financial separation, seconded by Patricia Benedict and approved by the Board at **12:58 p.m.**

6. Approve Financial Separation Letter

The Board was asked to consider standard language that would be use in all correspondence relating to financial separation. Jim Porter made a motion adopting the language presented by the Executive Director, seconded by Patricia Benedict and approved by the Board at **12:58 p.m.**

7. Financial Report

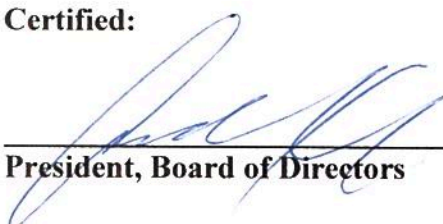
Rick Legg provided the financial report in a new format. He provided page-number references for all financial transactions and explained income in relation to expenses. After some clarification, Patricia Benedict made a motion to approve the financials, seconded by Jim Porter, and approved by the board at **1:08 p.m.**

8. Additional Items

Marisela Pesina informed the Board that CHA will be holding meetings with the tenants starting tomorrow. The purpose of the meeting is to make tenants aware of the pending changes in management, and rent. The meeting will be every Tuesday evening for the next few weeks.

9. Meeting adjourned at 2:26 p.m.

Certified:



President, Board of Directors





Executive Director