

**Caldwell Housing Authority**  
**July 22, 2022**  
**CHA Community Center and via ZOOM**

**Board Members Present:** Arnolando Hernandez, Estella Zamora, Patricia Benedict, Jim Porter, Adam Garcia, and Sid Freeman

**Board Members Absent:** Robert Acosta, and Brad Doty

**Staff Members Present:** Mike Dittenber, Teresa Sanchez, MaryAnn Valenzuela, Edwin Lara, Matilda Mchazime and Rosario Soto

**Visitors:** None

**In Order of Business**

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

Arnold called the meeting to order at **12:07 p.m.**

**2. Agenda Approval**

Jim Porter made a motion to accept the meeting agenda, as amended, seconded by Sid Freeman, and approved by the Board at **12:07 p.m.**

**3. Approval of the June 2022 Meeting Minutes**

Jim Porter made a motion to approve the June minutes, seconded by Estella Zamora, and approved by the Board at **12:10 p.m.**

**4. Financial Report**

Rosario Soto provided the Board with a financial update indicating CHA had approximately \$1,000,000 in the bank less accruals. Adam Garcia made a motion to approve the financials, seconded by Sid Freeman, and approved by the Board at **1:26 p.m.**

**5. Authorize purchase of Equipment**

Mike informed the Board that his own personal utility trailer has been used by the housing authority for 16 years. He asked if the housing authority would be willing to purchase the utility trailer for continued use by staff. Mike provided a list of similar trailers for sale in the community. Patricia Benedict made a motion to reimburse the Director \$2,500 for the use and purchase of the utility trailer, seconded by Sid Freeman, and approved by the Board at **12:33 p.m.**

**6. One-Time Employee Bonuses**

Mike spoke about his desire to provide retention bonuses for staff totaling \$15,000. After some discussion about increasing wages and the likelihood that CHA staff is being recruited by other companies, the Board thought it appropriate to consider a one-time retention bonus. Estella Zamora made a motion to authorize \$15,000 in bonuses, seconded by Jim Porter and approved by the Board at **12:45 p.m.**

**7. Executive Session**

Jim Porter made a motion to enter executive session, seconded by Estella Zamora and approved by the Board at **12:45 p.m.**

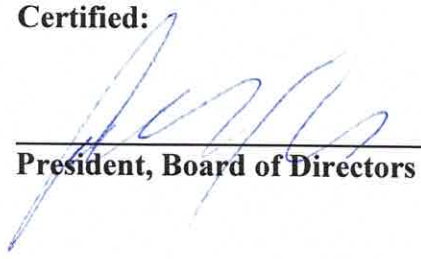
Jim Porter made a motion to exit Executive Session, seconded by Patricia Benedict and approved by the **Board at 1:20 p.m.**

**8. Actions Subsequent to Executive Session**

No official action was taken after Executive Session.

**9. Adjourned at 1:21 p.m.**

Certified:

  
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President, Board of Directors



  
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Executive Director