

**Caldwell Housing Authority**  
**May 19, 2014 Regular Meeting Minutes**  
**At Golden Palace**

**Board Members Present:** Patricia Benedict, Sid Freeman, Jim Blacker, Phares Book and Estella Zamora

**Staff Members Present:** Mike Dittenber, Cheri Hess, and Ruben Buenrostro

**In Order of Business:**

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

Patricia Benedict called the meeting to order at **12:10 p.m.**

**2. Review of the Minutes:**

Patricia asked if everyone had a chance to review the April minutes. Phares made a motion to approve the April minutes; seconded by Estella; and approved by the Board at **12:12 p.m.**

**3. Treasurer Financial Report:**

Cheri presented the April financials to the Board. She explained to the Board that some costs are up because of the mowing and irrigation season starting back up. Cheri also reported that the Housing Authority had a balance of \$85,000 in the bank after bills are paid.

Sid made the motion to approve the April Minutes; Seconded by Phares; and approved by the Board at **12:52 p.m.**

**4. New Business:**

Mike reported to the Board that two tenants had indicated they have been poisoned by lead and suggested CHA's housing contained lead. Mike notified the tenant that lead paint was banned 20 years before the apartments were built. Mike encouraged the tenants to find other sources of lead poisoning and CHA would assist with finding a solution if it was determined the lead is coming from CHA's housing.

Mike reported to the Board that the bid to repair the parking lots and drives in the masonry units was \$40,000, and only \$10,000 was budgeted. Mike believed the staff could do road repair much cheaper if CHA purchased the equipment. Sid agreed that CHA should develop the capacity to repair its own roads, just like they do their own remodeling and roofing. Jim suggested CHA contact the City of Caldwell to see if they had equipment that could be rented or borrowed.

Mike discussed pay raises with the Board. There was much discussion about Mike's request for 4.1%. Sid and Estella felt 4.1% was too high. Patricia and Phares thought 4.1% was reasonable considering how much behind market.

At 1:20pm Sid asked if the Board could go into executive session to further discuss staff salary. CHA staff was excused.

Following the executive session, Sid made a motion authorizing the Director to amend the salary line item for the remaining year by 3.5% to provide market-rate pay adjustments to staff in June; seconded by Estella and unanimously approved by the Board at **1:52 p.m.**

Finally, Mike asked the board to approve a change to the housing application; requiring applicants to disclose the last three (3) years of residency, rather than current and previous residency. A motion to change the application was made by Phares; seconded by Estella, and approved by the Board at **1:58 p.m.**

**5. Adjournment:**

The meeting was adjourned at **2:10 p.m.**

**Certified:**

  
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**President, Board of Directors**



  
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**Executive Director**