

**Caldwell Housing Authority  
November 10, 2017 Meeting Minutes  
At Stewarts Bar and Grill**

**Board Members Present:** Sid Freeman, Patricia Benedict, Marisela Pesina (by telephone), Estella Zamora, Adam Garcia, and Jim Porter. **Board Members absent:** Arnold Hernandez.

**Staff Members Present:** Mike Dittenber, Ruben Buenrostro, Cecilia Flores and Rick Legg.

**In Order of Business**

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

Sid Freeman called the meeting to order at **12:02 p.m.** Sid asked if there were any changes or amendments to the agenda. Mike asked to include a new item to the agenda to speak about a recently acquired property. Jim Porter made a motion to accept the agenda as amended, seconded by Adam Garcia and unanimously approved by the Board at **12:03 p.m.**

**2. Review of the September 2017 Minutes:**

After reviewing the meeting minutes, Patricia Benedict made a motion to accept the September minutes, seconded by Jim Porter and approved by the Board (5-0 and 1 abstained) at: **12:04 p.m.** Following the vote, there was a short discussion about getting the meeting minutes to the Caldwell City Clerk in a timelier manner.

**3. Review of the September 2017 Financials:**

Rick Legg provided a summary of the September 2017 finances. He indicated CHA was approximately \$17,000 over-budget at the end of September, but anticipated much lower costs during the last quarter of the year. Estella Zamora indicated she reviewed the accounts receivable suggested there was room for improvement. Jim Porter made a motion to accept the September financial report, seconded by Estella Zamora and unanimously approved by the Board at **12:46 p.m.**

**4. Old Business**

Mike spoke of the H2A program and the demand on housing. He explained CHA had 25 tenants the first year, 80 tenants the second year, and a request to house 200+ tenants the third year. He explained how proposed legislation at the federal level may change the way we prioritize H2A workers. Sid Freeman suggested the housing authority keep close tabs on the situation to maximize H2A tenancy and the financial viability of the project.

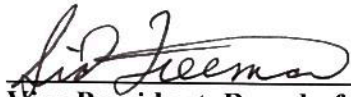
Mike explained the current situation with Canyon County and their desire to fully document the use of the property. Apparently, the conditional use permit CHA is functioning under may not accurately account for the units on the property. Mike suggested the property should be

surveyed and lot lines established that would allow for future development at Farmway Village. Adam Garcia said CHA should establish several lot-lines on the property and then adjust them as necessary. He said once the lot-lines have been established, it cannot be revisited in the future without difficulty.

Finally, Mike informed the Board that CHA received three (3) lots from the county that was taken on tax deed. The properties are at the corner of Chicago and Kimble in downtown Caldwell. Marisela Pesina informed the Board the CHA would need to obtain a "quiet title" through the courts in order to get clear title. Adam Garcia suggested CHA could build a 3-storey 12-unit apartment complex on the site.

5. Meeting adjourned at 1:50 p.m.

Certified:



Vice President, Board of Directors



Executive Director