

Caldwell Housing Authority
November 8, 2024
Stewarts and CHA's Office via ZOOM

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

Board Members Absent: Patricia Benedict

Staff Members Present: Mike Dittenber, Teresa Sanchez, Marisela Melchor, Dominique Moreno, Edwin Lara, and Rosario Soto

Guests Present: None

In Order of Business

1. Roll call and call to order:

Arnold called the meeting to order at **12:03 p.m.**

2. Agenda Approval

Jim Porter made a motion to approve the November meeting agenda, seconded by Adam Garcia, and approved by the Board at **12:05 p.m.**

3. Approval of the October 2024 Meeting Minutes

Jim Porter made a motion to approve the October 2024 meeting minutes with corrections, seconded by Estella Zamora, and approved by the Board at **12:08 p.m.**

4. October financial report

Rosario Soto provided the financial report and updated the Board. He indicated CHA was approximately \$250,000 over-budget. He attributed the overage to vehicle and equipment repairs, staff overtime, and costs related to connecting to the city's water system. He also indicated the Rice House costs were being tracked differently and Sunwest Bank loan for construction would build back our operational reserves. Finally, he said CHA had approximately \$700,000 in the bank. Adam Garcia made a motion to approve the October financials, seconded by Jim Porter and approved by the Board at **12:18 p.m.**

5. Non-Profit Corporation

Mike provided the Board with more specific information about the non-profit organization. He did a cursory review of the information that was sent to the Board prior to the meeting. There was some discussion about membership on the non-profit Board and the time commitment. Sid Freeman suggested those appointed to the non-profit Board could recognize their own level of engagement, including any conflicts of interest. Sid Freeman made a motion to approve the Article of Incorporation and the Initial Bylaws, seconded by Adam Garcia and approved by the Board at **12:31 p.m.**

6. Non-profit bank account

Rosario suggested the Board approve opening a Bank Account with Idaho Central Credit Union for the non-profit activities, preventing any possibility of co-mingling funds. He thought \$5,000 was needed to open the account. Jim Porter made a motion to allow CHA to open an account with ICCU for the non-profit foundation, seconded by Sid Freeman and approved by the Board at **12:36 p.m.**

7. 2025 Rent Structure

The Board addressed the 2025 rent structure tabled from the last meeting. Rosario indicated CHA was three (3) years behind the market on rents. He provided the Board with information showing rent adjustments to the 2023 FMR would result in a \$170.00 (average) monthly adjustment. Adjusting to the 2024 FMR would result in a \$241.00 (average) monthly adjustment. He indicated it would be difficult for CHA to operate if rents weren't brought to the 2024 market-levels. Sid Freeman made a motion to adopt the 2024 FMRs as the rent standard for CHA, seconded by Estella and approved by the Board at **1:00 p.m.**

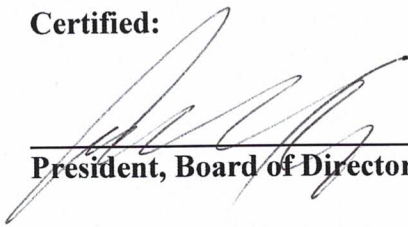
8. Updates

Mike provided the Board with an update on what an administrative change may mean to affordable housing in our area. He also reminded the Board of CHA strict occupancy requirements that all applicants and tenants must have a current state-issued ID, valid social security card, and proof of income to live at Farmway Village. He then reported a small hiccup in connecting to the city's water system and what he was doing to resolve the outstanding issues. Finally, Mike said he is working with several different organizations to get the Rice House permanently associated with the Kimball property.

9. Adjourned

The Board d Adjourned at **1:35 p.m.**

Certified:



President, Board of Directors





Executive Director