

Caldwell Housing Authority
October 27, 2023
CHA Community Center and via ZOOM

Board Members Present: Arnolito Hernandez, Estella Zamora, Patricia Benedict, Jim Porter, and Robert Acosta.

Board Members Absent: Sid Freeman, Adam Garcia, and Brad Doty

Staff Members Present: Mike Dittenber, Teresa Sanchez, Marisela Melchor, and Rosario Soto

Visitors: None

In Order of Business

1. Roll call and call to order:

Arnold called the meeting to order at **12:02 p.m.**

2. Agenda Approval

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

3. Approval of the August 202 Meeting Minutes

Jim Porter made a motion to approve the August minutes, seconded by Patricia Benedict, and approved by the Board at **12:10 p.m.**

4. Presentation and Approval of 2022 Financial Audit

Jordan Zywigart of Zywigart/John presented the Board with the 2022 Financial Audit and indicated the audit went well and there were no findings to report. Upon completion of the audit presentation, Robert Acosta made a motion to approve the audit as presented, seconded by Patricia Benedict, and approved by the board at **12:20 p.m.**

5. Reaffirming decision to proceed with RV Park Design and Development

Mike provided the Board with an update on the RV park development. He indicated plans had been completed by the engineer and submitted to both the city and the county for review. The 1st phase of the development calls for 40 slips at a construction cost of \$17,000 - \$22,000 per slip. Finally, he indicated that financing for the project has not been secured at this point and that CHA would pursue revenue bonds after the first of the year to fund the project. No action was taken. Discussion concluded at **1:30 p.m.**

6. Review and approve Municipal Services Agreement

Item was tabled until more information about the city's construction timelines were available.

7. Review and Approve Financials

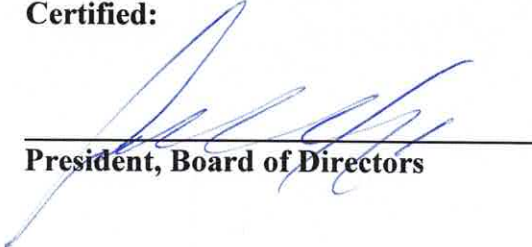
Rosario provided the financial update and pointed out the CHA had approximately \$328,00 in accounts receivable from work by CHA in the community. He explained how deposits into the

CHA money market account earned \$2,800 in interest and indicated his desire to transfer more money into the money market account so CHA's savings could make more money. After a few minutes of discussion, Jim Porter made a motion to approve the financials and supporting staffs request to transfer deposits to the money market account, seconded by Estella Zamora and approved by the Board at **1:45 p.m.**

8. Adjourned

Adjourned at **1:45 p.m.**

Certified:



President, Board of Directors



Executive Director