

**Caldwell Housing Authority  
September 21, 2018 Meeting Minutes  
At Stewarts Bar and Grill**

**Board Members Present:** Arnolito Hernandez, Estella Zamora, Jim Porter, Sid Freeman, Van Beechler, Patricia Benedict, and Chris Algood

**Staff Members Present:** Mike Dittenber, Marisela Pesina, Cecilia Flores, and Rick Legg.

**In Order of Business**

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

Arnolito Hernandez called the meeting to order at **12:08 p.m.** He asked if there were any discussion items (only) that should be included in the agenda.

**2. Review of the August 2018 Board Meeting Minutes:**

Sid Freeman made a motion to approve the minutes as amended, seconded by Van Beechler, and unanimously approved by the board at **12:14 p.m.**

**3. Review of the June and August 2018 Financials:**

Rick provided a brief summary of the August financials and indicated cost were high and CHA was over budget by approximately \$10,000. He attributed much of the reason why CHA was over budgeted to exterior painting that happened over the summer that wasn't budgeted for. He explained that Rural Development was overly concerned about the physical appearance of Farmway, even though CHA was well under way painting before Rural Development arrived for their visit. Patricia Benedict made a motion to accept the July financials, seconded by Sid Freeman and unanimously approved by the Board at **12:50 p.m.**

**4. Old Business**

Mike spoke again of the benefit of splitting the property into three (3) different sections. He indicated he has had preliminary conversations with potential stakeholders and all indicated some level of excitement about the possibilities that may exist for future development. Jim Porter made a motion to administratively split CHA property into three (3) different parcels, seconded by Sid Freeman and unanimously approved by the board at **1:15 p.m.**

**5. New Business**

Mike asked board to set the agenda for the remaining year. After some discussion about meeting times and meeting places, the board agreed (without an official vote) to meet the 4<sup>th</sup> Friday of the month, with the next meetings being on October 26<sup>th</sup> and November 30<sup>th</sup> and foregoing a December meeting.

Mike presented the proposed 2019 rent schedule. It included a 6.9% (roughly \$38.40 per household) monthly increase in rent. After some discussion about the rent schedule being substantially behind market and the historically thin margins in the budget, it was decided rents should be increased by 8.1% (roughly \$49.71 per household) monthly. Sid Freeman made a motion to approve the 2019 rent schedule at a 8.1% increase, seconded by Estella Zamora and unanimously approved by the board at **1:55 p.m.**

Much of the budget discussion took place simultaneously with the proposed rent schedule. Sid Freeman made a motion to approve the budget with a 9.6% increase (approximately \$132,000) providing 3% of that increase (\$41,000) went to additional roofing and exterior paint, seconded by Estella Zamora and unanimously approved by the board at **1:55 p.m.**

#### **6. Executive Session**

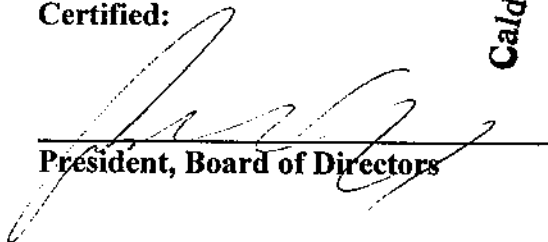
Pursuant to Idaho Code, Section 74-206 (i) the Board entered Executive Session. Sid Freeman made a motion to enter executive Session, seconded by Estella Zamora and unanimously approved by the Board at **2:09 p.m.**

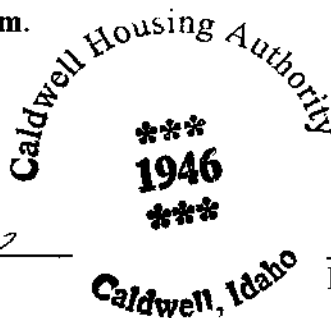
Sid Freeman made a motion to exit Executive Session, seconded by Estella Zamora and unanimously approved by the Board at **2:24 p.m.**

No action was taken subsequent to Executive Session.

#### **7. Meeting adjourned at 2:25p.m.**

**Certified:**

  
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**President, Board of Directors**



  
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**Executive Director**