

Providing Quality Affordable Housing that Promotes Dignity, Pride and Opportunity in Roswell, GA

**Meeting Minutes**

**Housing Authority of the City of Roswell Board of Commissioners**

**Regular Board Meeting**

**38 Hill Street, Roswell, GA 30075**

February 13, 2023 12:00 p.m.

**Present:** **Staff:**

Karen Parrish – Chair Beth Brown – Executive Director

Eric Schumacher - Commissioner

Shenetra Gates – Resident Commissioner **Guests:**

Donzell Jackson – Commissioner Lee Hills

John Griffith – Commissioner James Oldenwalder

There being a quorum present, K. Parrish, Chairman called the meeting to order at 12:00 p.m.

**CHAIRMAN’S REPORT**

K. Parish thanked the Board for their support during her tenure as an RHA board member and in her leadership role as Chairperson. This was her final board meeting although she will be available for support during the transition period. The Mayor has appointed Don Wheeler who will begin service at the next board meeting. There remains one vacant seat.

On motion by E. Schumacher and seconded by S. Gates the board voted unanimously to table elections until the next board meeting in March, 2023.

Ayes: S. Gates, E. Schumacher, D. Jackson

Nays: None

On motion by E. Schumacher and seconded by S. Gates the board voted unanimously to close the local fund account currently in Wells Fargo and move the funds to Synovus Bank.

Ayes: S. Gates, E. Schumacher, D. Jackson

Nays: None

**MINUTES**

Minutes from the December 12, 2023 meeting were presented for approval. On motion by S. Gates and seconded by D. Jackson the minutes were approved.

Ayes: S. Gates, E. Schumacher, D. Jackson

Nays: None

**FINANCIAL REPORTS**

December, 2023 financials were presented and on motion by S. Gates and seconded by E. Schumacher were accepted unanimously.

Ayes: S. Gates, E. Schumacher, D. Jackson

Nays: None

**EXECUTIVE REPORT**

B. Brown presented an update on day to day operations. The maintenance technician recently hired had to be let go for non-performance. She updated the Board on progress towards addressing maintenance concerns. The Board requested continued updates on progress and are available for support as needed.

Security camera system has been repaired and transferred to the new property.

Working on addressing illegal dumping.

Working with HUD to understand next steps in working towards the bifurcation of the HAP contract. We want to ensure timeframes and deliverables are outlined so that this does not hold up closing and construction.

B. Brown updated the Board on regular meetings with Pennrose and progress towards demolition as well as submission of the Phase 2 application.

There was an update on receiving the annual OCAF adjustment of 5% to the RAD rents. HUD continues to make progress. Increases will be retroactive to November 2023.

**NEW BUSINESS**

On motion by E. Schumacher and seconded by S, Gates, RHA agreed to move the local funds from Wells Fargo to Synovus Bank.

Ayes: S. Gates, E. Schumacher, D. Jackson,

Nays: None

On motion by D. Jackson and seconded by J. Griffith the board unanimously voted to adjourn.

Beth Brown

Secretary to the Board

Roswell Housing Authority