

 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**

April 9, 2024, 12:00 p.m.

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

Eric Schumacher – Vice Chairman Beth Brown – Executive Director

Donzell Jackson - Commissioner Deji Akintonde – Project Manager

Shenetra Gates – Resident Commissioner

Don Wheeler – Commissioner

Nathan Porter – Commissioner

Brendan Keelan – Commissioner (via phone)

**Guests:**

Lee Hills

James Oldenwalder

 There being a quorum present, E. Schumacher, Vice Chairman called the meeting to order at 12:00 p.m.

**CHAIRMAN’S REPORT**

**MINUTES**

Minutes from the February 13, 2024 meeting were presented for approval. On motion by S. Gates and seconded by D. Jackson the minutes were approved with corrections.

Ayes: S. Gates, E. Schumacher, D. Jackson, D. Wheeler, N. Porter, B. Keelan

Nays: None

**FINANCIAL REPORTS**

January 2023 financials were presented and on motion by N. Porter and seconded by D. Jackson were accepted unanimously.

Ayes: S. Gates, E. Schumacher, D. Jackson, D. Wheeler, N. Porter, B. Keelan

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.

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.

Working on the LIHTC Phase 2 application.

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.

B. Brown updated the Board on the relocation of documents and belongings in 199 Grove Way building.

B. Brown updated the Board on the demolition bids that the City received. The review team will meet after the Board meeting to review the bids.

B. Brown presented in the Board report a Five Year History to update new members.

B. Brown presented a management report giving an update on property operations.

**NEW BUSINESS**

Election of Chairperson.

D. Jackson was nominated by E. Schumacher for the position of Chairperson.

On motion by E. Schumacher and seconded by S, Gates, D. Jackson was unanimously voted in as Chairperson.

Ayes: S. Gates, E. Schumacher, D. Jackson, N. Porter, D. Wheeler

Nays: None

On motion by S. Gates and seconded by D. Jackson, the Board unanimously approved Resolution 2024-01 to Pursue the Redevelopment Plan for Phase 2 authorizing B. Brown to execute documents on behalf of RHA.

Ayes: S. Gates, E. Schumacher, D. Jackson, N. Porter, D. Wheeler

Nays: None

On Motion by N. Porter and seconded by D. Jackson, the Board unanimously approved the Option to Ground Lease for the Pelfrey Pines redevelopment Phase 2.

Ayes: S. Gates, E. Schumacher, D. Jackson, N. Porter, D. Wheeler

Nays: None

On Motion by N. Porter and seconded by D. Jackson, the Board unanimously approved reallocating the financial commitment of $2 million from Phase 1 to Phase 2.

Ayes: S. Gates, E. Schumacher, D. Jackson, N. Porter, D. Wheeler

Nays: None

On motion by S. Gates and seconded by D. Wheeler the board unanimously voted to adjourn.

 Beth Brown

Secretary to the Board

 Roswell Housing Authority