**Meeting Minutes**

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

**Regular Board Meeting**

**199 Grove Way, Roswell, GA 30075**

March 8, 2022 12:00 p.m.

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

Karen Parrish – Chair Beth Brown – Executive Director

Robert Kesler – Vice Chair

Eric Schumacher - Commissioner

Shenetra Gates – Resident Commissioner **Guests:**

Andrew Leonardi– Commissioner Stewart Duggan

Trent Perry – Commissioner Charles Parrish

**Absent:**

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

**CHAIRMAN’S REPORT**

K. Parrish updated the Board on NOVA’s updated engineering report which was a Life Safety review. There were no immediate life threatening issues, the report gives us 120 days to further evaluate. They suggested removing soffits to perform additional inspections. A discussion regarding RHA’s legal responsibility to comply the recommendations of report. Stewart Duggan, attorney said RHA is not legally obligated but should follow their recommendations. B. Brown stressed the importance and interest of keeping residents safe and described next steps with HUD and the City.

K. Parrish updated the Board on meeting with City and their concerns. We did not leave the meeting with the City feeling confident regarding their support. City wants better communication between City Government and RHA. S. Duggan explained expectations if the City condemns the senior building. We will be expecting a letter from the City. B. Brown explained the HUD process. K. Parrish updated Board on our efforts to secure support and funding from other sources including Fulton Co government. B. Brown updated on resident relocation and consultation process.

B. Brown updated the Board that our insurance does not cover loss of use.

S. Duggan answered questions about RHA rights if the City issues a condemnation letter.

E. Shumacher inquired about the status of the Non-profit. B. Brown indicated the process for filing for 501(c)3 would take a while and need to find a CPA to create.

S. Duggan answered questions about the MOU with Pennrose. He suggested that we could negotiate some additional developer fee or wrap around services. Did not recommend that this be a make or break term. He believes the MOU is beneficial for RHA.

E. Shumacher asked to discuss options if the Renasant loan on Pelfrey was called. There is not clear answer. S. Duggan suggested that a default would primarily happen only if we failed to make payments. It is an issue we should contemplate.

B. Brown discussed the potential loss of income when the units are taken off line.

**MINUTES**

Minutes from the last meeting from the following meetings: January 11, February 3, February 8, and February 28 were reviewed. On motion by A. Leonardi and seconded by E. Schumacher the minutes were approved.

Ayes: S. Gates, W. Christopher, E. Schumacher, A. Leonardi

Nays: None

Abstain: T. Perry

**FINANCIAL REPORTS**

The financial data summaries and statements were reviewed. K. Parrish inquired about a $500,000 entry into accounts receivable for the local fund. B. Brown will follow up with the Fee Accountant. Motion to accept the January financials was made by A. Leonardi and seconded by S. Gates.

Ayes: S. Gates, W. Christopher, T. Perry, E. Schumacher, A. Leonardi

Nays: None

**EXECUTIVE REPORT**

B. Brown discussed highlights from the Management Report which was included in the Board Packet.

B. Brown updated the Board on communication with HUD regarding relocation of individuals in the senior building. She updated Board on progress of finding relocation opportunities.

B. Brown updated Board on completing the close out documents for the Federal Home Loan Bank loan on Myrtle Street apartments.

B. Brown gave an update on the City’s water project.

B. Brown updated Board on getting board emails utilizing Microsoft 360.

B. Brown updated Board on the LIHTC application process.

K. Parrish updated Board on her push to secure the $9 million grant through the State.

There being no further business Karen Parrish adjourned the meeting.

Beth Brown

Secretary to the Board

Roswell Housing Authority