**Meeting Minutes**

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

**Regular Board Meeting**

**199 Groveway, Roswell, GA 30075**

October 12, 2021 12:00 p.m.

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

Karen Parrish – Chair Beth Brown – Executive Director

Eric Schumacher - Commissioner

Shenetra Gates – Resident Commissioner

William Christopher– Commissioner **Guest:**

Trent Perry – Commissioner Chris Boyd-City of Roswell

Robert Kesler – Vice Chair

**Absent:**

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

**MINUTES**

Minutes from the last meeting from September 14, 2021 were presented for approval. On Motion made by T. Perry and seconded by W. Christopher, the minutes were approved.

Ayes: S. Gates, W. Christopher, T. Perry, E. Schumacher, R. Kesler

Nays: None

**New Business**

Chris Boyd, City of Roswell Water Department gave an update on the water main replacement project along Groveway. RHA received a quote of $50,000 for the installation of the new water lines. This is in addition to the $22,000 for the water meters. He explained that anything between the meter and the unit was the HA responsibility. The installation of the service line to the meter is complicated because of the location of the line. This has resulted in an unanticipated cost for the installation. The advantage of moving forward is identifying water leaks more easily and the replacement of the vault under the road and the cul-de-sac loop infrastructure. The City is waiving the capacity and impact fees. T. Perry made a motion to move forward with the City meter replacement attempting to secure funding with the City or other sources, relying on replacement reserves as a last resort with the understanding that the project costs are approximately $80,000 which includes the already committed $25,000. The motion was seconded by E. Schumacher.

Ayes: S. Gates, W. Christopher, T. Perry, E. Schumacher, R. Kesler

Nays: None

**FINANCIAL REPORTS**

B. Brown provided a summary of the differences between the public housing and RAD programs and how they funded by HUD.

The Financial Data Summaries and statements were reviewed for Pelfrey and Myrtle.

Motion to accept the August 31, 2021 financials was made by T. Perry and seconded by R. Kessler.

Ayes: S. Gates, W. Christopher, T. Perry, E. Schumacher, R. Kesler

Nays: None

**EXECUTIVE REPORT**

Beth Brown that operations are running smoothly, however, we are looking for a Maintenance Tech position.

Beth Brown reviewed the Management reports with the Board. Vacancies are high and we are working with staff on improving procedures for unit turns.

Beth Brown updated the Board on conversations with HUD regarding the NOVA engineering study and structural issues with the senior building. HUD did send a Construction Inspector to observe the state of the buildings. NOVA is developing a scope of services for the work they consider a health and safety issue.

DCA released their scores for the tax credit applications. They scored as we had scored ourselves with a 64. We hope to have awards announced by the end of November.

B. Brown updated Board on two units that are down due to a major water leak. An insurance claim was filed.

B. Brown updated Board on resident programming.

Karen Parrish updated the Board on the Negative Impact grant issued by the State of GA. The grant is funded through American Rescue Act funding and can be used for affordable housing. RHA will be working with our developer, Pennrose, to put forth an application to assist with the redevelopment of Pelfrey Pines, including paying off RHA debt. The grant will also include funding for redevelopment of Myrtle Street apartments.

There being no further business Karen Parrish adjourned the meeting.

 Beth Brown

Secretary to the Board

 Roswell Housing Authority