

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**

**Special Called Board Meeting**

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

August 28, 2024, 1:00 pm

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

Donzell Jackson – Board Chair Beth Brown – Executive Director

Shenetra Gates – Resident Commissioner

Don Wheeler – Commissioner

Brendan Keelan – Commissioner

Nathan Porter - Commissioner

Carolyn Gould - Commissioner

**Guests:**

Dyani Calhoun, Property Manager

**Absent:**

There being a quorum present, D. Jackson, Chairman called the meeting to order at 11:00 p.m.

**MINUTES**

N/A

**FINANCIAL REPORTS**

B. Brown presented cash flow projections for Pelfrey Pines and the Local Fund. There was a discussion around the future developer fee payments.

There was a discussion regarding the intent of the Special Called meeting. The purpose is to work towards a solution for a replacement of Gainesville Housing as the property management agent as well as items that need to be addressed in the next 60 days.

**NEW BUSINESS**

Beth Brown reviewed the Tenant Selection Plan with the Board. She agreed to present a preference plan that is simple yet reflects the goals of the Board.

Beth Brown gave the Board a copy of the new Employee Handbook for them to review and vote on at the next meeting in September.

B. Brown presented to Correction Action Plan draft that was created by the US Department of HUD. Once finalized, the Board will vote to execute.

B. Brown presented the Resolution 001-2024 to affirm that Integral Development group has fulfilled their obligations as it relates to the Veranda project.

On motion by N. Porter and seconded by S. Gates Resolution 001-2024 was approved unanimously.

B. Brown presented a contract between RHA and Gainesville Housing for development consulting services that would cover both Phase 1 and Phase 2. B. Brown was asked by the Board to present a list of bulleted responsibilities for the Property Manager, Executive Director and Consultant. She agreed to do so.

On motion by B. Keelan and seconded by N. Porter, the Board voted unanimously to go into executive session.

On motion by C. Gould and seconded by B. Keelan the Board unanimously voted to adjourn.

Beth Brown

Secretary to the Board

Roswell Housing Authority